

School Nutrition Update

May 12-16, 2025



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- Build the Case for Farm to School Coordinators – 5/21, 1 pm ET
- Design Participant-Centered Non-Congregate Summer Meal Programs – 5/22, 3 pm ET
- Access Virtual Training Resources

Important Dates

Date	Action Step
May 15	Healthy Meals Incentive Recognition Awards Webinar
May 16	School Nutrition Financial Report FC1-A Due (LEAs Only)
May 19	May 27-30 SN Update Submission Deadline
May 21	Civil Rights Make-up Webinar
May 23	Safe Plates SNA-NC Pre-conference Workshop Registration Deadline
June 2	June 9-13 SN Update Submission Deadline
June 9	SNA-NC AR and New Manager Pre-conference Workshops Registration Deadline
June 10	SFSP Claim Deadline for Meals Served May 1-31
June 30	Healthy Meals Incentives Awards Application Deadline
July 7	July 14-18 SN Update Submission Deadline
August 4	August 11-15 SN Update Submission Deadline
Each Month – By the 10 th (On or Before)	Claim for Reimbursement Due (NSLP, SBP, ASSP)
Each Month – By the 15 th (On or Before)	FFVP Reimbursement Claims Due

Program Operations Information

Apply for the 2025 N.C. K-12 Culinary Institute – Deadline Extended to 5/15

The NCDPI, Office of School Nutrition, in conjunction with Chef Cyndie Story and the Culinary Solutions K-12 Team, will offer four North Carolina K-12 Culinary Institute regional workshops this summer. Three workshops will be for School Nutrition Managers and one for School Nutrition (SN) Directors/Administrators or central office staff. N.C. K-12 Culinary Institute workshops teach fundamental culinary techniques such as knife skills, food production strategies like batch cooking for quality, quick-scratch cooking techniques, and merchandising tips for recipes developed specifically for North Carolina schools. Participants graduate as Chef Ambassadors prepared to teach the Institute lessons and recipes to local School Nutrition professionals.



Listening, Learning, Leading

The N.C. K-12 Culinary Institute objectives are to:

- Improve student health, well-being, and academic success through nutritious, appealing meals at school,
- Increase participation in high quality, enticing School Nutrition Programs,
- Expand capacity of local School Nutrition Programs to purchase, prepare, and serve fresh, locally grown produce,
- Increase consumption of fruits, vegetables, and whole-grain rich foods, and
- Provide continuing education opportunities for School Nutrition personnel.

The N.C. K-12 Culinary Institute workshops will be hosted by School Food Authorities (SFAs) across the state and facilitated by the N.C. K-12 Culinary Institute team, including State Agency staff. The following workshops will be offered this summer:

- **July 8-10** – Cleveland County Schools (SN Managers)
- **July 22-24** – Craven County Schools (SN Managers)
- **July 29-31** – Orange County Schools (SN Managers)
- **August 5-7** – New Hanover County Schools (SN Directors/Administrators and central office staff only)

Interested School Nutrition professionals must [submit a 2025 Chef Ambassador Application](#) by **Thursday, May 15 (NEW deadline)** to be considered for a spot and must have the support of their School Nutrition Director/Administrator, principal, and/or direct supervisor to attend. Submitted applications will be reviewed and selected participants will be notified by email. Selected participants must confirm their spot. Please reach out to Katrina Perry, Professional Development Consultant, katrina.perry@dpi.nc.gov, with any questions.

Reminder to Submit School Nutrition Financial Report FC1-A by 5/16 (LEAs Only)

This is a reminder that the Traditional School Districts (LEAs) are required to submit their 2024-25 3rd Quarter Financial Report (FC1-A) via the School Nutrition Technology System (SNTS) by **May 16, 2025**. If you have any questions, please contact SchoolNutrition@dpi.nc.gov.

Plan to Participate in Civil Rights Make-Up Webinar for SY 2024-25 – 5/21, 2 pm ET

All School Food Authorities (SFAs) and Special Milk Program (SMP) sponsors must have Civil Rights training annually. The NCDPI, Office of School Nutrition has scheduled a makeup webinar on Wednesday, May 21, 2025, 2:00-3:00 pm ET, for School Nutrition Administrators who were not able to participate in the Civil Rights training

conducted during their Spring 2025 Policy Updates. Please [register to participate in the Annual Civil Rights Training Make-Up Webinar](#). After registering, you will receive a confirmation email containing information about joining the webinar. If you have questions, please contact your [Area School Nutrition Consultant](#).

Register for the SNA-NC Pre-conference Workshops by 5/23 and 6/9

The NCDPI, Office of School Nutrition is thrilled to announce three upcoming in-person pre-conference workshops that will be offered at the SNA-NC Conference in Greensboro. The workshops will be held at the Koury Convention Center. See below for more information and links to register. If you have any questions or need assistance, please contact Katrina Perry, Professional Development Consultant, katrina.perry@dpi.nc.gov.

Register for Safe Plates for Food Managers

The *Safe Plates for Food Managers* is a two-day workshop designed to help School Nutrition Administrators/Directors, School Nutrition Managers, and other Persons in Charge (PICs) obtain a Certified Food Protection Manager certification. This certification is required for School Nutrition Administrators/Directors as part of Professional Standards hiring requirements and is also required for PICs of food establishments per the North Carolina Food Code. A preparation course begins on the first day and ends on the second day. After the conclusion of the preparation course on the afternoon of the second day, participants will be given an opportunity to take the exam. The exam provided at the conclusion of this workshop meets the requirements for an American National Standards Institute (ANSI)-accredited exam option.

Dates: June 16-17, 2025

- Day 1: 10:00 am - 6:00 pm (Check-in begins at 9:30 am.)
- Day 2: 9:00 am - 5:00 pm (Check-in begins at 8:30 am. Exam - 2:30 pm - 5:00 pm.)

Safe Plates for Food Managers is an evidence-based, interactive food safety training course developed by N.C. State University (NCSU)/Cooperative Extension. This workshop is being offered by NCSU. [Learn more and register for the *Safe Plates for Food Managers* workshop](#). Registration will close on **Friday, May 23, 2025**, or when registration is full. Advance registration is REQUIRED; on-site registrations and payments cannot be processed.

NOTE: There is a \$70 registration cost for the workshop that includes participation in the course, training materials, and the ANSI-certified exam fee. The SNA-NC *Safe Plates* registration fee is a discounted rate compared to taking this course through your local N.C. Cooperative Extension agent.

New School Nutrition Manager

The *New School Nutrition Manager* is a two-day workshop designed for new and aspiring School Nutrition Managers. It will include introductory information and overviews for meal patterns and offer vs. serve, meal counting and claiming, cash management and accountability, food safety and Hazard Analysis Critical Control Point (HACCP) plan, inventory management, production records, and customer service.

Dates: June 16-17, 2025

- Day 1: 1:00 pm - 5:00 pm (Check-in begins at 12:30 pm.)
- Day 2: 9:00 am - 4:00 pm (Check-in begins at 8:30 am.)

[Learn more and register for the New School Nutrition Manager workshop.](#) Registration will close on **Monday, June 9, 2025**, or when registration is full. Please register in advance as on-site registrations cannot be processed due to limited seating space.

Administrative Review Workshop: An Approach to Collaborative Compliance

The *Administrative Review: An Approach to Collaborative Compliance* is a two-day workshop designed to provide important information about the U.S. Department of Agriculture (USDA) Administrative Review. Participants will have a better understanding of the areas of review and process of the Administrative Review.

Dates: June 16-17, 2025

- Day 1: 1:00 pm - 5:00 pm (Check-in begins at 12:30 pm.)
- Day 2: 9:00 am - 4:00 pm (Check-in begins at 8:30 am.)

Please note, registration is currently open only for SFAs scheduled for an Administrative Review in SY 2025-26. These SFAs will receive the link to register in the letter they receive from the Administrative Review team. Registration will open for all SFAs on **Monday, May 26, 2025**. Registration will close for all on **Monday, June 9, 2025**, or when registration is full.

Join the SHAC Youth Engagement Community of Practice by 6/5

School Health Advisory Council (SHAC) SHAC Chairs, members, or anyone, are you interested in meeting with others across the state to learn more about how to engage youth in leadership opportunities with your SHACs? There are some of you who already have youth on your SHAC and can share about your experiences to help others. Others are wondering how you can include youth and ensure they are engaged in authentic, meaningful ways to support their interests and growth. NCDPI, N.C. Healthy Schools is starting a Youth Engagement Community of Practice for the 2025-26 school year. This will be in addition to the continuing SHAC Learning Collaborative. If you are interested, please share your name, PSU/Organization, and email in the [Youth Engagement Community of Practice interest form](#) by **June 5**.

School Nutrition Spotlight

Getting Ready for Kindergarten and School Meals – Johnston County

Johnston County School Nutrition recently participated in the Kindergarten Readiness event at West Smithfield Elementary School. Upcoming kindergarteners and their families were treated to the school café experience. Each child had the opportunity to come through the line, pick up their tray to get their food, and then "enter their lunch number" into the keypad. It was a lot of fun, and the School Nutrition team loved seeing the students and experiencing their excitement. Way to start the students off right with school meals!



Follow/Like Us on Social Media

Did you know you could find the NCDPI, Office of School Nutrition on social media? Follow or like our pages - @NCSchoolMeals and @Ray4NCKids on Facebook, Instagram, and X, formerly Twitter.

Share Your School Nutrition News and Photos

The NCDPI, Office of School Nutrition wants to spotlight our School and Summer Nutrition Programs across the state.

- Share your shout outs or job postings by sending a brief ready-for-print article (250 words or less) to your [Area School Nutrition Consultant](#) by Monday of the week prior to when the SN Update is scheduled to go out. Please include “SN Update” in the email subject line. The SN Update is scheduled to go out the 2nd and 4th full week of each month, except during the summer months (June, July and August) when the e-letter will go out only once the 2nd week of the month.
 - Share your beautiful photos of serving lines, complete school or summer meals, and nutrition education and promotion with us. Please send to Tracey Bates, NCDPI School Nutrition Promotion Specialist, at tracey.bates@dpi.nc.gov. Make sure that you have permission to share photos of students and staff and include the school and district or organization info so we can aim to credit the source.
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Job Opportunity

Apply for Global Scholars Academy School Nutrition Director Position

Global Scholars Academy is a K-8 charter school actively recruiting applicants for the School Nutrition Director position. A bachelor’s degree, or equivalent educational experience, with academic major in specific areas, or an associate’s degree, or equivalent educational experience, with academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field is preferred. In addition, at least two years of relevant School Nutrition Program or institutional feeding experience is preferred. Contact Dr. Trixie Brooks, tbrooks@globalscholarsacademy.org or (919) 682-5903, for more information.

Work with Moore County Schools – Child Nutrition Supervisor Opening

Moore County Schools is actively recruiting applicants for an open Child Nutrition Supervisor position. The CN Supervisor assists in developing plans and procedures for carrying out the established philosophy and policies of the Child Nutrition Program. Duties include the assessment of the effectiveness of practices and the efficiency with which they are enacted and suggestions for improvement. This employee serves as a nutrition education resource, coordinates or assists with nutritional analysis of all meals, implements promotions and nutrition education as part of the school curriculum, and provides training for Child Nutrition employees. To apply or for more information, visit the [Moore County Schools website](#) or contact the Child Nutrition office at (910) 947-2342.

Work with New Hanover County – School Nutrition Supervisor Opening

New Hanover County Schools is seeking applicants for a School Nutrition Supervisor opening. An associate’s degree in Child Nutrition or a related field, or a bachelor’s degree in nutrition or a related field is preferred. Two

or more years of experience in the food service industry or a related field is required. Applicants must hold a ServSafe® certification or equivalent. [Learn more and apply for the NHCS SN Supervisor position.](#)

Apply for Gaston County School Nutrition Director Position

Gaston County Schools is actively recruiting applicants for the School Nutrition Director position. The School Nutrition Director will lead a large school district with 55 schools and 30,000 students. Gaston County School Nutrition also has a Central Kitchen/Distribution Center. A bachelor’s degree, with an academic major in specific areas, is required, and a master’s degree is preferred. At least (5) years of management experience in a K-12 school program is strongly recommended. [Learn more and apply for the Gaston County School Nutrition Director position.](#)

Work for Durham Public Schools – Child Nutrition Supervisor Opening

Durham Public Schools (DPS) is seeking applicants for an open Child Nutrition Supervisor position. The Child Nutrition Supervisor provides direct support for the School Nutrition Services (SNS) Department through active participation in local, state and federal programs, prepares requested reports and findings as requested by Durham Public Schools, NCDPI, and USDA, conducts ongoing school assessments to ensure observance of Federal, State and Local regulations and policies, works collaboratively with the Central Office team, District Leadership, and school-based Administration to ensure a smooth operation and excellent customer service, provide support in the development of new School Nutrition Services programs and implement programs to increase student meal participation, and supervises the operations of the Central HUB Kitchen and all related programs including Charter Schools and Catering. [Learn more and apply for the DPS CN Supervisor position.](#)

Apply for Anson County School Nutrition Director Position

Anson County Schools (ACS) is actively recruiting applicants for the School Nutrition Director position. A bachelor’s degree, or equivalent educational experience, with academic major in specific areas; or a bachelor’s degree in any academic major and a State-recognized certificate for School Nutrition Directors; or a bachelor’s degree in any academic major and at least two years of relevant School Nutrition Program experience; or an associate’s degree, or equivalent educational experience, with academic major or concentration in food and nutrition, food service management, dietetics, family and consumer sciences, nutrition education, culinary arts, business, or a related field; and at least two years of relevant School Nutrition Program experience is required. [Learn more and apply for the Anson County School Nutrition Director position.](#)

Award/Grant Opportunity

Apply for a Healthy Meals Incentive Award – Deadline 6/30

As part of the USDA, Healthy Meals Incentives (HMI) Initiative, Action for Healthy Kids (AFHK) is offering Recognition Awards to celebrate School Food Authorities (SFAs) that have made improvements to the nutritional quality of their school meals and to spotlight innovative practices and student and community engagement activities. There are seven HMI Recognition Award categories. SFAs are encouraged to apply for one or more awards. Learn more about all the awards by visiting the [Healthy Meal Incentives website.](#)

1. SFA Breakfast Trailblazer Award
2. Small and/or Rural SFA Breakfast Trailblazer Award
3. Lunch Trailblazer Award
4. Small and/or Rural SFA Lunch Trailblazer Award
5. Innovative School Lunch Makeover Award
6. Innovation in the Preparation of School Meals Award
7. Innovation in Nutrition Education Award

SFAs that receive HMI Recognition Awards will receive travel stipends for up to 3 staff per SFA to attend the national Healthy Meals Summit in October. The summits are an exclusive opportunity for HMI Awardees to celebrate their outstanding work, network with School Nutrition professionals from across the country, and provide an opportunity to showcase their best practices! HMI Awardees will also receive a toolkit that includes promotional materials and digital assets to help publicize the district’s success to local media and the school community. USDA and AFHK will highlight and share best practices from HMI Awardees nationwide through traditional and social media, stakeholder engagement, and training and technical assistance activities.

The application portal and helpful resources to complete the application are available from the Healthy Meals Incentives [website](#). Applications will be accepted on a rolling basis through **11:59 pm ET on June 30, 2025**. If interested in attending the HMI Summit, SFAs are encouraged to apply as soon as possible. If you have questions about the awards and application, email award@healthymealsincentives.org. If you plan to submit an HMI Recognition Award application, please notify your [Area School Nutrition Consultant](#). A State Agency Form must be submitted with your application.

Join the NCDPI, Office of School Nutrition and Action for Healthy Kids for an informational webinar about the Healthy Meals Incentives Awards on **May 15 at 2 pm ET**. [Learn more and register for the HMI webinar](#).



Nutrition Education & Promotion

Recognize Food Allergy Awareness Week

Did you know 1 in 10 U.S. adults have a food allergy? Food Allergy Awareness Week is May 11 to May 17, 2025. This year, the Food Allergy Research and Education (FARE) Network is busting myths and sharing facts about food allergies—and asking people to bring food allergy awareness to the workplace! FARE has myths and facts you can share through fact sheets, posters, and social media. Explore the [Food Allergy Awareness Week resources](#).



Continuing Education

Learn about Farm to School with Growing Minds – 5/14, 3:30 pm ET

On **May 14 at 3:30 pm ET**, join the Growing Minds program for an introduction to farm to school. In this virtual training, you will learn about the different components of farm to school, hear how you can use Growing Minds toolkits and resources to support your farm to school goals, glean insights from farm to school champions in our region, and brainstorm activities to get you started. All are welcome no matter what age you teach or what your experience with farm to school is! [Learn more and register for the farm to school webinar.](#)

If you attend the training and are an educator in North Carolina, Growing Minds will send you a hard copy of their *I Tried Local Toolkit* for FREE, so make sure to note your school's address in the registration form. In the meantime, you can access a [digital version of the toolkit](#).

Growing Minds Farm to School Program is part of Appalachian Sustainable Agriculture Project (ASAP), a nonprofit based in Asheville. Visit growing-minds.org to learn more.

Explore Conflict Management – 5/15, 3 pm ET

Conflict is common in the workplace and is something many of us look to avoid, but having the proper tools to deal with conflict can make all the difference when it eventually arises. A 1-hour webinar from the national School Nutrition Association (SNA) on **May 15 at 3 pm ET** explores five different conflict management styles and how each is used to approach difficult conversations with coworkers and/or stakeholders. This training will provide participants with effective tools to approach conflict in the workplace to achieve more positive outcomes. [Learn more and register for the Conflict Management webinar.](#)

Get Your Ideas Adopted – 5/20, 3 pm ET

There are many steps between the initial proposal of an idea and getting organizational buy-in. This 2-hour webinar from the national School Nutrition Association (SNA) on **May 20 at 3 pm ET** will guide participants through the “diffusion of innovations” framework. This framework is designed to help participants learn how to effectively give and receive ideas and feedback from their network and show how and whom participants should communicate with to get their ideas adopted. [Learn more and register for the Getting Your Ideas Adopted webinar.](#)

Build the Case for Farm to School Coordinators – 5/21, 1 pm ET

Are you trying to expand farm to school programming in your school district and want to learn more about how other districts across the country are doing it? Join the National Farm to School Network (NFSN) on **May 21 at 1 pm ET** for this webinar to celebrate the achievements and collective learning from the NFSN Farm to School Coordinators Project! This will be a great opportunity to meet the Farm to School Coordinator Community of Practice and hear their insights. NFSN will also be launching exclusive resources at this webinar, designed to help school communities advocate to have their own Farm to School Coordinator position. [Learn more and register for the Farm to School Coordinator webinar.](#)

Design Participant-Centered Non-Congregate Summer Meal Programs – 5/22, 3 pm ET

Join the No Kid Hungry (NKH) Center for Best Practices on **May 22 at 3 pm ET** to focus on designing summer non-congregate meal programs that center the needs and desires of program participants! This session will share learnings from interviews and surveys with program participants, as well as insights from a recent collaboration with Second Harvest of the Big Bend in Florida where the organizations co-designed program improvements with community members. Design strategist Lucy Flores will then share practical tips and tools summer meal providers can use in their own communities to obtain participant feedback and incorporate it into their summer meal programs. [Learn more and register for the Participant-Centered Non-congregate Summer Meal Programs webinar.](#)

Access Virtual Training Opportunities

Continuing education resources are available on the Office of School Nutrition [website](#) from NCDPI, the Institute of Child Nutrition, School Nutrition Association and other agencies and organizations. The Academy of Nutrition and Dietetics offers [continuing professional education resources](#) for Registered Dietitians/Nutritionists (RDNs) and Dietetic Technicians, Registered (DTRs).

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- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) (833) 256-1665 or (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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