

School Nutrition Update

July 15-19, 2024



In this Issue:

Program Operations Information

- Check Out New USDA and ICN Resources
- Understanding Your HACCP Plans – Webinar Series
- Complete the Quarterly Supply Chain Assistance Report
- Utilize the 2024-25 Reimbursement Rates
- Be on the Lookout for the 2024-25 School Menu Templates

School Nutrition Spotlight

- Inspiring Student Satisfaction - Davie County Schools
- Share North Carolina-Grown Ingredient Photos
- Follow/Like Us on Social Media
- Share Your School Nutrition Photos
- Send in Articles or Topics of Interest for the School Nutrition Update E-letter

Job Opportunity

- Apply for Stanly County School Nutrition Director Position
- Work with Charlotte-Mecklenburg Schools – Area School Nutrition Supervisor
- Submit Application – Johnston County Culinary and Dietetic Specialist
- Work with Lexington City Schools – School Nutrition Supervisor Opening

Award/Grant Opportunity

- Apply for Healthy Meal Incentive (HMI) Recognition Awards

Nutrition Education & Promotion

- Celebrate N.C. Farm to Summer Week!

Continuing Education

- Learn More – Title II of Americans with Disabilities Act Final Rule
- Attend the NFSN 2024 Partner Annual Meeting – 8/14-16
- Access Virtual Training Resources

Program Operations Information

Check Out New USDA and ICN Resources

The U.S. Department of Agriculture (USDA), Team Nutrition, in partnership with the Culinary Institute of Child Nutrition (CICN), is excited to present new resources and trainings! The CICN is the division of the Institute of Child Nutrition (ICN) that provides School Nutrition professionals with in-depth, hands-on culinary training and resources that are foundational for scratch-based cooking and the creation of culinary-inspired school meals that are healthy, flavorful, and student-approved.

- **Culinary Quick Bites:** This short format (15-minute) training series is intended to be facilitated on-site by School Nutrition professionals overseeing food production. Each lesson focuses on a specific culinary-related training topic and includes the lesson objective, a facilitator guide, an instructional video demonstrating the skill or task (featuring a CICN chef), and an activity to help staff practice their culinary skills. Featured lessons include Knife Skills, Developing Flavor, Basic Food Prep Skills, and Basic Cooking Techniques. Check out the [Culinary Quick Bites Series](#) on the CICN website.
- **Facility Design and Equipment Purchasing Manual:** This manual serves as a comprehensive guide for School Nutrition professionals engaged in the design, renovation, and equipment procurement for School Nutrition facilities. It includes detailed fact sheets on large and small equipment and checklists for renovations, additions, and new construction projects. Check out the [Facility Design and Equipment Purchasing Manual](#) on the CICN website.
- **CICN Presents Culinary Training Series:** This training series focuses on culinary skills and production methods, illustrating techniques and recipes for implementing scratch cooking in school meals. The target audience includes directors, managers, menu planners, dietitians, cooks, and food service assistants who are thinking about gradually implementing more scratch-based recipes in their program. If you are interested in gradually implementing more scratch-cooking in your school meal program, check out the [CICN Presents Culinary Training Series](#) on the CICN website.
- **Let's Cook! Culinary Training:** The Let's Cook! Online Culinary Training series is designed to provide school nutrition professionals with information and culinary techniques to prepare fresh and flavorful foods for school meal programs. There are seven lessons that make up the entire online culinary training course. The interactive lessons are a combination of step-by-step instructions, images, videos, and an "Apply What You Learned" section allowing operators to practice what they learned in their own school kitchens. The [Let's Cook! Culinary Training modules](#) can be found on the iLearn portal on the ICN website.

Understanding Your HACCP Plans – Webinar Series

Please join the N.C. Department of Public Instruction (NCDPI), Office of School Nutrition in a virtual opportunity to dive deeper into our NCDPI HACCP Plan templates. Each webinar in the series will focus on a different template (Commercial, Transported Meals, Warehouse, and Homestyle) and will begin with a basic overview of the history of the HACCP Plan templates and key reference areas in Part 1 of the template. The majority of the webinar will focus on Part 2a, Part 2b, key monitoring logs (Part 3), key continuing education forms (Part 4), and important areas of Part 5. See links below to register. Please reach out Katrina Perry, Professional Development Consultant, katrina.perry@dpi.nc.gov, with any questions about this opportunity.

- **Homestyle Plan:** Monday, July 22, 2024 / 1:30-3:30 pm – [Register for the webinar](#).
- **Warehouse Plan:** Thursday, July 25, 2024 / 1:30-3:30 pm – [Register for the webinar](#).

Complete the Quarterly Supply Chain Assistance Report

As a reminder, the Supply Chain Assistance (SCA) Reports are to be completed quarterly by all School Food Authorities (SFA) that received Supply Chain Assistance funds. This is a U.S. Department of Agriculture (USDA) requirement and continues until all the SCA funds are exhausted. If you have any questions, contact your Service Area Consultant. Remaining reporting dates for 2024 are listed below:

- April, May, June 2024 – Report by Wednesday, July 31, 2024
- July, August, September 2024 – Report by Thursday, October 31, 2024
- October, November, December 2024 – Report by Friday, January 31, 2025

The reporting is short, simple, and done electronically, with only a few questions.

- Access the [SCA Quarterly Report](#) form.
- Utilize [step by step guidance](#) complete the survey.
- Reference a [Q & A](#) on Supply Chain Assistance funds.

Please keep in mind the following:

- USDA requires that SCA funds be used exclusively for the purchase of domestic food products that are unprocessed or minimally processed.
- Fluid milk and other dairy foods such as cheese and yogurt and 100% juices count as minimally processed.
- Produce that is cut, pureed, frozen, canned, or dried is considered minimally processed.
- Baked goods, chicken nuggets, and pre-packaged sandwiches or meals are considered to be significantly processed or prepared and cannot be purchased using SCA funds.

Utilize the 2024-25 Reimbursement Rates

The reimbursement rates for the National School Lunch Program, School Breakfast Program, Special Milk Program, and the After School Snack Program for the period of July 1, 2024-June 30, 2025 were released and published in the Federal Register on Wednesday, July 10, 2024.

The Federal Register version and the simplified version (North Carolina) of the 2024-2025 Reimbursement Rates are available for your use and download on the School Nutrition Website/[Financial Management page](#). Likewise, a link to the 2024-2025 Reimbursement Rates is also available on the [School Nutrition homepage](#).

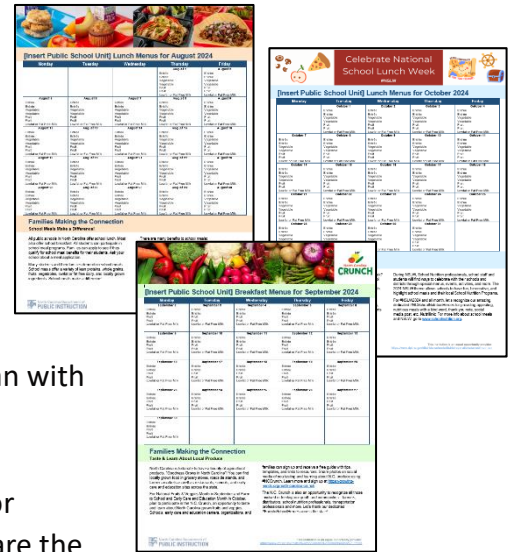
If you have any questions, please contact your [Area Consultant](#) or Jacquelyn McGowan, Compliance Specialist, jacquelyn.mcgowan@dpi.nc.gov.

Be on the Lookout for the 2024-25 Menu Templates

The NCDPI, Office of School Nutrition has developed menu templates for School Nutrition Programs to promote school and summer meals. The menu templates are available for elementary (family audience) and middle/high schools (student audience). The menu templates will be posted soon to the NCDPI, Office of School Nutrition [website](#).

As you review, share, and use the menu templates, please note the following:

- The menu templates have been designed to comply with the American with Disabilities Title II Final Rule and Section 508 of the Rehabilitation Act (29 U.S.C. § 794d).
- The menu templates were created in Word to allow for ease of use for adding in local contact and menu information. You may choose to share the menu templates in Word or PDF format, or both, with your school community. If converting from Word to PDF, please use “Save as PDF” rather than “Print to PDF” to avoid accessibility issues.
- After you have added in your local contact and menu information and before you share the menu templates, please run an accessibility check using tools available within Word or Adobe software to make sure the menu templates are still compliant and will work with visual reader software. If you have access to visual reader software, you may wish to run an accessibility check using the software as well.
- The menu templates were created for two audiences – elementary for parents/families and middle/high for students.
- The menu templates are two pages in length – one page for your breakfast menu and one page for your lunch menu – to allow enough room to list all your available menu choices. If you can fit your breakfast and lunch menu choices within the blocks for each day, feel free to use only one page of the menu template and update the title at the top of the page accordingly.
- For your convenience, alternate text has been included for the image header, month table, and footer with NCDPI logo and nondiscrimination statement. Please do not remove the alt text.



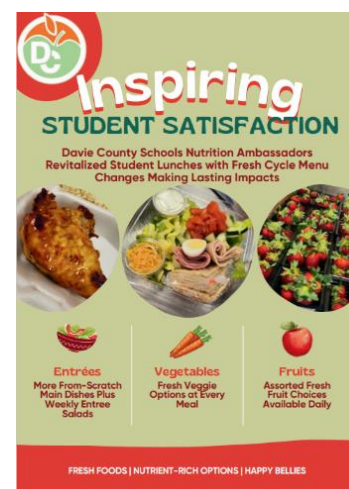
If you use other templates to share your menu information, please check and ensure that the menus are compliant with the ADA Title II Final Rule and Section 508. For more information regarding the ADA Title II Final Rule or Section 508 compliance, please visit the U.S. Department of Justice, ADA Title II Final Rule [webpage](#) or the U.S. General Services Administration (GSA) Office of Government-wide Policy (OGP), Section 508 [website](#). If you have questions regarding the menu templates, please reach out to your [Area Consultants](#) or Tracey Bates, School Nutrition Promotion Specialist, tracey.bates@dpi.nc.gov.

School Nutrition Spotlight

Inspiring Student Satisfaction – Davie County Schools

Recently, Davie County Schools transitioned (in style and substance) to a fresh menu planning process and produced a menu cycle that has been a big hit with students and staff alike (especially principals). This change was made with the recognition that everything that School Nutrition Programs do is fundamentally driven by menus, and "Kids vote with their feet everyday". The primary goal was to nourish students' body, mind, and spirit by providing great food, great presentation, and great customer service in a welcoming environment where kids can enjoy their meal alongside good fellowship with their classmates. The School Nutrition Ambassadors aimed to revitalize school meals by offering:

- Entrees - More from-scratch main dishes plus weekly entrée salads
- Vegetables - Fresh veggie options at every meal
- Fruits - Assorted fresh fruit choices available daily



Davie County School Nutrition recognizes that the menu is the driving force behind all expenses and revenues for the department. The level of menu that is produced is dependent on a great number of factors including existing equipment, kitchen dimensions, preparation areas, storage capabilities, the access and egress of buildings, the training and skill level of staff, the number of staff at each location, the cafeteria and serving line layout, length of meal times, and shared commitment. The menu must ultimately engage and excite the students to want to participate in all meal programs.

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 Twitter.

Share Your School Nutrition Photos

The NCDPI, Office of School Nutrition wants to highlight the appealing, wholesome, quality meals our School and Summer Nutrition Programs across the state offer to students. 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 to include the school and district or organization info so we can aim to credit the source. Be on the lookout for photos from across the state on social media.

Send in Articles or Topics of Interest for the School Nutrition Update E-letter

If you have a resource, grant, job opportunity, continuing education event, award announcement, shout out or other news item for the School Nutrition Update, **please send a brief ready-for-print article (250 words or less) to Tracey Bates, tracey.bates@dpi.nc.gov, by 12 pm on the WEDNESDAY** prior to when the SN Update is sent out the following week. Please include "SN Update" in the email subject line. If there are topics of

interest you would also like to see included, please share as well. **Submissions received after the deadline will be saved for the next issue.**

If you have a job opportunity to share, please send the position title, a brief paragraph describing the position role, responsibilities, and requirements, closing date (if applicable) and a link to the job description and online application accessible to individuals outside of your public school unit. Consider including unique aspects of the role, facts about your public school unit and School Nutrition Program, or other information that may entice applicants.

Job Opportunity

Apply for Stanly County School Nutrition Director Position

Stanly County Schools is seeking applicants for the School Nutrition Director position. A bachelor's degree in business administration, education in foods and nutrition, home economics, or related field is required, and a master's degree in food and nutrition or related field or business is preferred. Certifications, licenses, or registration are required by State, County, or Federal government. Applicants should be ServSafe® certified. Applicants should have twelve (12) years of successful experience in increasing levels of responsibility in School Nutrition areas, five (5) years of successful experience as a Child Nutrition Supervisor or Assistant Director, or an equivalent combination of education and experience. [Learn more and apply.](#)

Work with Charlotte-Mecklenburg Schools – Area Child Nutrition Supervisor

Charlotte-Mecklenburg Schools (CMS) is recruiting applicants for a Child Nutrition (CN) Area Supervisor position. The Area Supervisor is responsible for implementing, monitoring, and evaluating all aspects of the school-based CN program to ensure that school meals are nutritious, appealing, and cost effective. The Supervisor provides expert knowledge of the food service industry to assist in developing CMS and CN policies and procedures used in the management of staff in compliance with State/Federal laws and regulations. They facilitate departmental improvements through the creation of a positive work environment, analyzing program needs and developing program goals and action plans. The Area Supervisor is responsible for recommending facility and equipment improvements; monitoring food production, food security, sanitation, employee safety, human resource management, and meal accountability; and monitoring departmental key performance indicators for their assigned schools. They regularly interact with the school principal and staff to promote Child Nutrition as an integral part of the school program. Position closes August 16. [Learn more and apply.](#)

Submit Application – Johnston County Culinary and Dietetic Specialist

Johnston County School Nutrition is currently hiring for a Culinary and Dietetic Specialist position. The Culinary and Dietetic Specialist will be responsible for developing cost-effective menus and standardized recipes that maintain nutrition integrity and meet all local, state, and federal guidelines and regulations, assessing customer preferences, industry trends, and current research to plan menus that encourage participation in School Nutrition Programs; working with the menu/food related operations of the school system not limited to, but, including evaluating food orders, assisting in physical inventory of the central warehouse, completing nutrient analysis, updating software with all food item/nutrient content and purchased commodity food information and working with and assisting in the development of bids and bid materials; supervising Catering and Events

Manager and Warehouse operations/drivers; overseeing the development of marketing materials for the promotion of food items and/or meals offered in the program; and conducting compliance audits in regards to unique mealtime needs, marketing, and quality assurance. For unique mealtime needs, the Culinary and Dietetic Specialist will review all submitted Medical Statements and develop appropriate menu substitutions for students with unique mealtime needs communicating with the physician, parent, cafe manager, and school nurse, source products and update product inventory for unique mealtime needs, complete and communicate carb count information to nurses, parents, and cafe manager, and provide on-going unique mealtime needs training for staff. A bachelor's degree from an accredited college/university in Nutrition and Dietetics, Food Service Management, Business, or related field is required. A culinary background, registered dietitian (RD) and/or a licensed dietitian nutritionist (LDN), and/or experience in K-12 Nutrition program operations and/or large volume dining is preferred. [Learn more and apply.](#)

Work with Lexington City Schools – School Nutrition Supervisor Opening

Lexington City Schools is accepting applications for a School Nutrition Supervisor opening. Lexington City Schools has seven schools and a student population of 3,089. The LCS overarching district goal is to provide our students and our community with schools that are both equitable and excellent. For the School Nutrition Supervisor position, knowledge of USDA regulations and guidelines, a food protection manager certification recognized by the North Carolina Health Department, and a degree from a four year college in food services management, nutrition, or a related field, or an associate's degree with three to five years of experience in food service management, with some experience in a leadership role preferred, or an equivalent combination of education and experience are required. A registered dietitian is preferred. [Learn more and apply.](#)

Award/Grant Opportunity

Apply for Healthy Meal Incentive (HMI) Recognition Awards

As part of the U.S. Department of Agriculture (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 eight HMI Recognition Award categories. SFAs are encouraged to apply for one or more awards. Learn more about all the awards by visiting the [Healthy Meals 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 Cultural Diversity of School Meals Award
7. Innovation in the Preparation of School Meals Award
8. Innovation in Nutrition Education Award

SFAs meeting Recognition Award criteria will receive travel stipends to attend a national Healthy Meals Summit. The summits are an exclusive opportunity for Recognition Awardees to celebrate their outstanding work, network with School Nutrition professionals from across the country, and provide an opportunity to showcase their best practices! Upcoming summits are planned for the following dates and locations.

- Fall 2024 Summit: October 22-23, 2024 – Las Vegas, NV
- Fall 2025 Summit: October 23-24, 2025 – Las Vegas, NV

HMI Recognition Award winners will also receive an awardee 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 Recognition Awardees nationwide through traditional and social media, stakeholder engagement, and training and technical assistance activities. The first awardees were recently announced – check out their [success stories!](#)

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 June 30, 2025. The application process has been streamlined to make it easier to apply. If you have questions about the Recognition Awards and application, email award@healthymealsincentives.org.



Nutrition Education & Promotion

Celebrate N.C. Farm to Summer Week!

Happy N.C. Farm to Summer Week! July 15-19 has been designated as #NCFarmtoSummer Week 2024. School districts and organization sponsors for N.C. Summer Nutrition Programs along with individuals, families, and communities are encouraged to take the N.C. Farm to Summer Challenge by completing one or more of the following during N.C. Farm to Summer Week through the end of the summer:

- Serve local foods as part of meals and/or snacks.
- Teach about local foods through farm to summer activities.
- Post about farm to summer activities on social media using #NCFarmtoSummer, #NCSummerMeals, @NCSchoolMeals, @Ray4NCKids, and @F2SCoalitionNC.
- Sign up for the #NCCrunch to celebrate farm to school in October.



New, free resources in English and Spanish are available to help you promote and celebrate #NCFarmtoSummer. Learn more, [sign up to take the #NCFarmtoSummerChallenge](#), and find the toolkit, social media graphics, and other resources on the NCDPI, Office of School Nutrition [website](#).

Continuing Education

Learn More – Title II of Americans with Disabilities Act Final Rule

On April 24, 2024, the U.S. Department of Justice (DOJ), Civil Rights Division issued a [Final Rule revising Title II of the Americans with Disabilities Act \(ADA\)](#). The rule requires state and local governments to make their websites and mobile applications accessible for people with disabilities using the technical standards of [Web Content Accessibility Guidelines \(WCAG\) 2.1 Level AA](#). School Nutrition Programs will need to take steps to learn about and prepare for compliance with the Final Rule. For School Nutrition Programs, this will impact websites, menus, social media, documents, and other electronic communications. This can include procured contract services provided by third party vendors, i.e., websites, online menus and menu apps, social media, newsletter, etc.

To assist Public School Units (PSUs), the N.C. Department of Public Instruction (NCDPI) has created an online [Digital Accessibility dashboard](#) of information and resources. In addition, NCDPI is offering in-person workshops for PSU teams and online webinars to provide more information about the Final Rule, offer best practice strategies and resources for accessibility, and assist PSUs with conducting audits of electronic media and developing action plans to achieve compliance. [Learn more and register](#).

Attend the NFSN 2024 Partner Annual Meeting – 8/14-16

The National Farm to School Network (NFSN) is pleased to invite all Partners, Advisory Board Members, and staff to the 2024 NFSN Partner Annual Meeting August 14-16! Returning again for the first time in five years, this will be an incredible opportunity to strengthen our connections, share with one another, strategize, innovate, learn, and advance farm to school and early care and education (ECE) across the nation. Join NFSN in Minneapolis this August! Registration is free, and travel scholarships are available. [Learn more and register](#). Not a Partner yet but want to attend? You can [sign up as a Partner](#) today!

Access Virtual Training Opportunities

The Institute of Child Nutrition (ICN) has compiled [resources to help prevent the spread of the Coronavirus](#). Online food safety/HACCP training is available on the NCDPI, School Nutrition [website](#) and the ICN [website](#). Additional continuing education resources are available on the School Nutrition [website](#) from NCDPI, ICN, the 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).

Important Dates

Date	Action Step
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)	Fresh Fruit & Vegetable Program Reimbursement Claims Due

USDA Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained [online](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- (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.

This institution is an equal opportunity provider.