

August 17, 2016

Dear Authorized Representatives and Food Service Directors:

This notice is sent to the Authorized Representative and the Food Service Director in separate emails. If you desire additional staff members to receive the monthly emails please send me their contact information and I will add them to the distribution list. The Bureau Notes, USDA memorandums, and related forms or documents listed in this email will be posted on the Bureau's web page under [Monthly Memos and Updates](#). Please contact me at patti.harding@iowa.gov if you have additional questions or desire assistance.

Training Opportunities

As we start a new school year, two training opportunities are available that could be especially helpful for those who are new to the management role in School Nutrition. Use the links below to register on the DE [calendar](#).

“What’s New in School Nutrition Webinar?” - August 22 from 2:00- 3:00pm

The topic is “Starting the School Year Out Right in School Nutrition! “ Click [here](#) to register for the webinar on the Department of Education calendar. If you have any questions, please contact Jan Steffen at jan.steffen@iowa.gov. There will be an opportunity to ask questions and provide input on topics for future webinars.

Agenda Items include:

Annual Calendar and Critical Dates

Areas of Responsibility in the School Nutrition program

Locating information and resources

Working in IowaCNP

Administrative Review Notes

Team Up for School Nutrition Success Webinar – August 25, 2:00pm

The Institute of Child Nutrition (ICN), in partnership with the USDA, would like to welcome you to register for the “Team Up Thursday Webinar”.

Learn how to maximize work relationships – specifically how differences, such as cultural and generational differences, can actually be an advantage in the workplace and strengthen your team. They will also share Information on how Smarter Lunchrooms can improve employee morale and the best ways to engage employees in a Smarter Lunchrooms Makeover. There will be a brief overview

from USDA on recently released final regulations for: Local School Wellness, Community Eligibility Provision, Smart Snacks and Administrative Reviews. To register for the webinar, [click here](#). If you are unable to attend the LIVE webinar, there will be a recording of the webinar available on the ICN website 24-48 hours after the live webinar-click here: www.theicn.org/teamup. The Institute of Child Nutrition (ICN) at www.theicn.org provides resources and training tools designed to help school nutrition program staff with program operations.

+

Workshop - September 27-28 in Ankeny – Team Up for School Nutrition Success

This workshop will be facilitated by the Institute of Child Nutrition (ICN) and peer mentors (School Nutrition Directors) who are trained by the ICN. There is no cost for this workshop because it is supported by a grant from USDA. Mileage and subpay is available for participants as well as lodging reimbursement for up to \$98 per night if needed. Forms for the school or participant to request reimbursement will be provided at the workshop. Click [here](#) for more information. To receive the conference rate, make your reservation prior to August 27th, and indicate that you are attending an Iowa Department of Education event.

A block of rooms for \$98 per night plus tax has been reserved until August 27 at:

Homewood Suites by Hilton Ankeny

2455 SE Creekview Dr.

Ankeny, IA 50021

Phone 515-963-0006

Whole Grain-Rich Exemption for FY17

School Food Authorities (SFAs) may request exemptions from the whole grain-rich requirements in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) through school year 2016-2017. All flexibilities/exemptions that have been approved by the State agency in FY15 and FY16 may continue under the terms by which they were approved, through school year 2016-2017. The FY17 Whole Grain-Rich Exemption Request Form (NSLP450) is located in the Download Form section on IowaCNP. Complete the request form and email it to Patti.Harding@iowa.gov.

USDA Eligibility Manual for School Nutrition Programs

On August 1, 2016, the Eligibility Manual for School Meals-Determining and Verifying Eligibility-2016 was released. This manual contains comprehensive information on Federal requirements, policies and procedures. This is intended to help State and local education agencies (LEAs) accurately determine, certify, and verify children's eligibility for free and reduced price meals and milk. The manual can be accessed at: [Eligibility Manual](#).

Application Approval and Direct Certification Webinar Recording

The recording of the July 14, 2016 Application Approval and Direct Certification Webinar is now available [here](#). There are two parts to the two and a half hour presentation. At this site you will also find the power point notes pages as well as the Professional Standards certificate. If you have questions after listening to the recording please contact Deb Linderblood at deb.linderblood@iowa.gov or 515-281-5663.

Verification Training Webinar - September 20th and 27th

The annual Verification Training Webinar will be presented on September 20th and 27th at 2:00 p.m.

This training will cover the purpose of verification, who must complete verification and the required timeline. We will provide education on choosing your sampling process and how to determine your required sample size. The ICAVES verification worksheet and tracking application will also be covered. In addition, the various forms used in the verification process will be shown and highlights of the USDA Verification Collection Report will be presented.

Who should watch: Everyone involved with the verification process in public schools, non-public schools and RCCIs with day students. To register click [here](#). Click on Calendar and scroll down to the date you prefer. Click on the title of the webinar, scroll down and fill in the registration information. Scroll to the bottom of the page and click on Submit. In order to receive the link to join the webinar, please register no later than midnight the day prior to the webinar.

Final USDA Rules on [Wellness Policies](#) and [Smart Snacks](#)

The Healthy Hunger-Free Kids Act of 2010 included interim final rules for Wellness Policies and Smart Snacks. The rules have now been finalized with minimal changes.

Local Wellness Policy Changes: The final rule requires each LEA to assess compliance with its local school wellness policy and make this assessment available to the public at least once every three years, but removes the requirement for LEAs to annually report progress of local school wellness policies. School districts expected to be in full compliance with rules by June 30, 2017.

Changes to Smart Snacks:

- Low sodium/no salt added canned vegetables with no added fats are exempt from all nutrient standards
- Whole eggs with no added fat are exempt from the total fat standard.
- Combination products other than paired exempt foods are not exempt and must meet all the nutrient standards

Take n' Talk Grab n' Go Menu – Are you looking for a new menu option for your students to help increase participation? Indianola Middle School participated in a Team Nutrition pilot to offer a grab n' go line as a convenient option. Students chose the name "Take n' Talk" as this line allowed them more time to talk with their friends. All "Take n' Talk" options include a full reimbursable meal with a choice of milk at the middle school level. Two weeks of menus, recipes, and nutritional analysis are available for schools to utilize.

School Food Waste Pilot Application – The Bureau of Nutrition and Health Services is partnering with the Iowa Department of Natural Resources to conduct a food waste pilot with 10 Iowa elementary schools during the 2016-17 school year. The pilot will include observations, assessments, and a waste audit to help determine food waste reduction best practices for schools. Student involvement is essential for this project. Deadline to apply is September 1, 2016. For more information, contact Carrie Scheidel at carrie.scheidel@iowa.gov.

Start the School Year with an RDN Wellness Coach - Team Nutrition has room for 10 additional schools who need assistance with meeting the Local Wellness Policy and Smart Snacks in School regulations. A Registered Dietitian Nutritionist (RDN) Wellness Coach will provide 3 visits to your school this fall to help develop an action plan to meet Local Wellness Policy and Smart Snacks regulations. Please contact Patti Delger, at patti.delger@iowa.gov for more information.