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## School Nutrition Programs Newsletter from the Indiana Department of Education



Indiana Department of Education sent this bulletin at 02/28/2024 04:00 PM EST



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

## School Nutrition Programs

This weekly newsletter from the Indiana Department of Education (IDOE) is dedicated to providing education, training, and technical assistance opportunities to school nutrition professionals, helping to ensure seamless operations for those participating in the U.S. Department of Agriculture's (USDA's) Child Nutrition Programs. If you are the food service contact for your school or facility, please be certain that everyone on your team has access to this important information.

### Tip of the Week

#### Claims Edit Check

The edit check is a required document for record keeping and should be reviewed before the claim for reimbursement is filed. If possible, the edit check should flag when claims are outside of the claiming guidelines including when more meals are claimed than the number of eligible students and when the claim is higher than the attendance adjusted number of allowable meals. Justification for claims that are higher than expected is required to be documented monthly. Point of sale (POS) systems should flag issues automatically and if they do not, a manual review of the edit check is required. If your POS does not have a built-in edit check report, find the updated IDOE fillable edit check form [here](#).

### Important Updates

#### USDA Professional Standards Training Tracker Tool (PSTTT)

[PSTTT](#) has a new look with graphic images of training statistics. Employee users can quickly view their progress to meet annual training requirements along with their achievement badges. Manager and director users can view the progress of their employees and historical completion information from previous years.

#### Team Nutrition (TN) Virtual Training Update

All 40 hours of TN Virtual Training are now available in Moodle for managers and directors. Additionally, all eight hours of training for frontline staff is available. Upon completion of the training, you will receive a certificate. You will then need to complete the [Training Completion Form](#). Note that you will not be eligible for the monetary incentive without both the certificate and Training Completion Form on file. When IDOE receives the form, you will be emailed next steps, including required paperwork for the Central Indiana Educational Services Center (CIESC) to process the incentive payment. Make sure to complete all forms or payment will not be processed. Allow at least one month to receive payment. The first 250 food service directors and 250 kitchen managers who complete the 40 hours of training will be rewarded \$500. The first 250 frontline staff that complete the eight hours of training will be rewarded \$100. Read through the [frequently-asked questions](#) (FAQs) and contact the [TN Training Grant team](#) with any questions.

#### School Breakfast Week

National School Breakfast Week will take place Monday, March 4, through Friday, March 8. Celebrate at your school with these [helpful ideas and resources](#).



## Farm to School

### Meet the Team: Farm to School Value Chain Coordinator

Anna Holloway is the new Farm to School Value Chain Coordinator at Indiana Department of Health (IDOH). She recently relocated back to Indiana after spending the last 20 years in Montana as a food service director and a farm to school coordinator. She is available to provide support to both producers seeking to enter the school market and schools searching for local foods. Anna is already working with several schools and is looking forward to meeting many more and learning the role school contacts play in procurement. She is also eager to learn interests, needs, and barriers schools are facing as they transition to the local foods market. Contact [Anna](#) with any questions.

## USDA Foods

### Annual Pre-Order Forecast Survey

The Annual Pre-Order Forecast Survey closes at 4 p.m. ET this Friday, March 1. This survey is mandatory for all schools that will receive USDA Foods for the 2024-2025 school year. The recording of the [Annual Pre-Order Forecast Survey Training](#) is available in case you missed it or would like to view it again.

### Updated Product Information

The product description, specification, and Product Information Sheet for USDA Foods [110921 - Chicken Grilled Fillet Style, 2.0 MMA, Cooked, Frozen](#) has been updated to clarify that the product is not a whole muscle breast, but rather a filet-style shape made from whole muscle breast pieces. The product itself remains the same.



### USDA Foods Recipes

Use your USDA frozen mixed vegetables in a [meat and veggie mac](#) and provide a quick grab 'n go breakfast or snack with these [frozen strawberry sandwiches](#). These recipes must be adjusted to meet serving sizes and meal patterns.

## Training and Webinar Opportunities

### National Nutrition Month Webinar

Join us on Wednesday, March 6, at 2 p.m. ET, to celebrate National Nutrition Month as we go "Beyond the Table" to eat with the environment in mind. The webinar will discuss the food system, how to reduce food waste, and how to buy local or grow your own food through Farm to School initiatives. Register [here](#).



### Indiana Summer EBT Informational Sessions for Schools

IDOE is hosting three informational sessions regarding the new Summer EBT program in Indiana. The sessions listed below are intended for school personnel. Each session will provide the same information with time for questions.

- Thursday, March 14, at 3 p.m. ET. [Register here](#).
- Thursday, March 21, at 3 p.m. ET. [Register here](#).
- Thursday, March 28, at 3 p.m. ET. [Register here](#).

## Updates from Our Partners

### American Dairy Association Indiana

The National Dairy Council has launched the Road to School Breakfast campaign in the lead up to the spring Fuel Up grant opportunity that opens on Tuesday, March 12. Click [here](#) for free resources and opportunities to win free Fuel Up swag for your school.

### Institute of Child Nutrition (ICN) Call for Panelists

ICN is seeking school nutrition professionals to present on various topics for their monthly STAR Webinar series. Upcoming sessions will cover effective menu planning, financial management, and inventory management. Find more information and submit your interest to ICN [here](#).

## Upcoming Dates



<b>Thursday, February 29, 2 to 3 p.m. ET</b>	<a href="#">Breakfast in the Classroom</a>
<b>Friday, March 1, 4 p.m. ET</b>	Annual Pre-Order Forecast Survey Due
<b>Wednesday, March 6, 2 p.m. ET</b>	<a href="#">National Nutrition Month Webinar</a>
<b>Tuesday, March 12</b>	<a href="#">Spring Fuel Up Grant Application Opens</a>
<b>Thursday, March 14, 3 p.m. ET</b>	<a href="#">Summer EBT Informational Session</a>
<b>Thursday, March 21, 3 p.m. ET</b>	<a href="#">Summer EBT Informational Session</a>
<b>Thursday, March 28, 3 p.m. ET</b>	<a href="#">Summer EBT Informational Session</a>
<b>Monday, April 29</b>	<a href="#">Summer EBT Final Rule Comments Due</a>
<b>Tuesday, April 30</b>	<a href="#">Lake Michigan School Food System Innovation Hub Application Deadline</a>

## Additional Resources

- [School Nutrition Programs Calendar](#)
- [IDOE's Nutrition webpage](#)
- [CNPweb](#)

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## Department News

- **02/16/24** Indiana Honors Schools Meeting the State's 95% Literacy Goal
- **02/14/24** ADVISORY: Indiana Department of Education Honors Schools Meeting the State's 95% Literacy Goal
- **02/09/24** Indiana Department of Education Announces Recipients of High-Quality Summer Programming Grant
- **02/07/24** Indiana Department of Education Deploys Latest Round of Enhancements to the Indiana GPS Dashboard

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