



## 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

#### Wellness Policy Review

The local wellness committee should meet regularly. Even when the triennial assessment does not need to be completed, the committee should meet to assess the effectiveness and content of the local wellness policy at least annually. If your committee has not yet met this school year, remember to schedule a meeting soon!

### Important Updates

#### New Email Newsletter Provider

The state of Indiana has transitioned its newsletters from GovDelivery to Salesforce Marketing Cloud effective January 1. Subscribers of the School Nutrition Programs weekly newsletter were automatically moved to the new system. Please ensure others in your office who receive the newsletter also continue to do so.

#### Verification Summary Reports (VSR)

The VSR is due Wednesday, January 15. This annual report is a requirement for all program operation types including residential facilities and Community Eligibility Provision (CEP) operators. Please ensure the report for your program is submitted on time. Questions about the VSR can be sent to [Gretchen Huntzer](#).

#### USDA Foods Survey

USDA is interested in collecting feedback on the resources available to learn more about USDA Foods in Schools products, including [USDA Foods in Schools Product Information Sheets](#) and the [USDA Foods Database](#). USDA wants to better understand how these resources are utilized and identify opportunities for improvement. The intended audience for this survey is school food authorities (SFA) operating the National School Lunch Program, including school districts, individual schools, and contracted food service management companies (FSMC). Information from this survey will be used internally for general service improvement, to help determine the future of these two resources, and ensure USDA Foods product information is being presented in a way that is most useful to recipients. Please identify someone from your SFA to complete the survey. Feedback is requested through the survey by Friday, April 18. The survey can be accessed [here](#). Contact [USDAFoods@usda.gov](mailto:USDAFoods@usda.gov) with any questions.

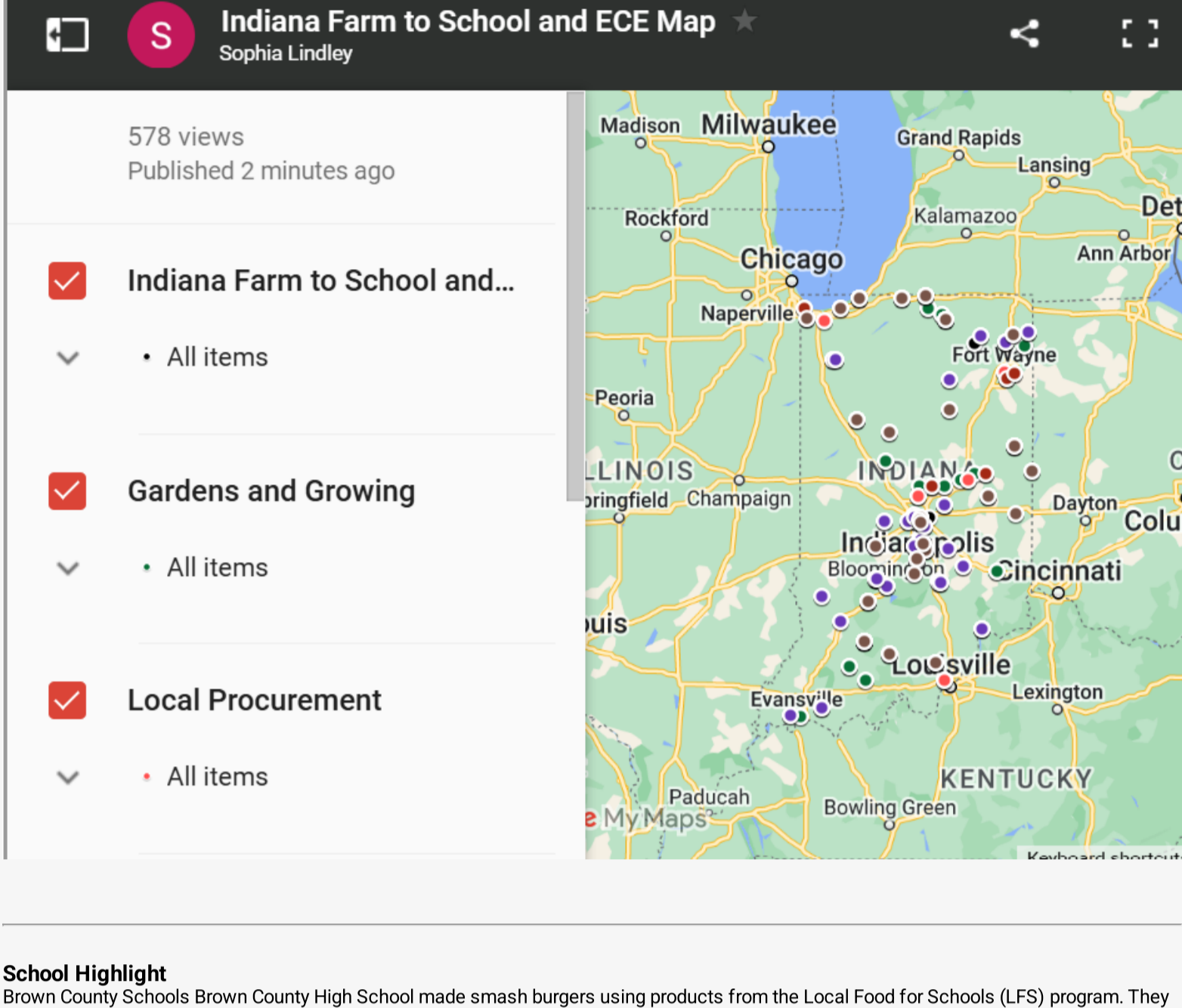
### Farm to School

#### Fiscal Year (FY) 2025 Farm to School Grant Due Friday, January 10

The [FY 2025 Farm to School Grant application](#) must be submitted by Friday, January 10.

#### Farm to School and ECE Map Now Available

View [IDOE's website](#) to see a map of Indiana Farm to School programs throughout the state. Can't find your program? Enter your information [here](#). Schools will be added to the map once a week.



### School Highlight

Brown County Schools Brown County High School made smash burgers using products from the Local Food for Schools (LFS) program. They purchased a flat top grill that sits on top of a gas stove to cook the beef patties. The burgers were a huge hit with the students nearly doubling lunch participation that day.

### Indiana Grown for Schools (INGFS) January Newsletter

Find the January newsletter for INGFS [here](#). Every month, INGFS releases a newsletter packed with upcoming events and webinars, school highlights, grant information, and more! Sign up for our listserv on our website [here](#).

### USDA Foods

#### USDA Foods Orders and Deliveries

**Inclement weather has arrived!** Please be sure that when your school places USDA Foods orders that school staff must be available to inspect, verify, and accept the delivery. All USDA Foods deliveries/orders should also be cross-referenced with school and personal calendars.

#### Annual Pre-Order Forecast Survey Opens Soon

It's time for schools to prepare to complete the annual pre-order forecast survey. An updated newsletter with the pre-order forecast survey information will be available soon.

#### Menu, Menu, Menu!

This is a reminder to complete your school's menu early and evaluate it often.

#### Remember to Receipt in FFAVORS

Schools should be receipting their Department of Defense (DoD) produce receipts into the Fresh Fruits and Vegetables Order Receipt System (FFAVORS) within five calendar days after the produce delivery.

#### USDA Foods Recipes

Use your USDA Foods [peanut butter](#) to prepare this variation of [peanut butter hot chocolate](#). This recipe must be adjusted to meet serving sizes and meal patterns.



### Training and Webinar Opportunities

#### Upcoming Live Webinar Trainings

Learn more and register [here](#) for the training sessions below.

#### January

- **Forward Contracting for Local Procurement**, Wednesday, January 22, at 2:30 p.m. ET
- **Direct Certification Basics**, Tuesday, January, 28 at 10 a.m. ET
- **LEAD to Succeed Training Options**
  - **Conflict Style Inventory**, Thursday, January 23, from 2 to 3 p.m. ET
  - **The Power of Emotional Intelligence**, Thursday, January 30, from 2 to 3 p.m. ET

#### February

- **Community Eligibility Provision (CEP) Informational Webinar**, Tuesday, February 4, at 10 a.m. ET
- **Summer Meal Program Options Webinar**, Thursday, February 6, at 10 a.m. ET
- **Fresh Fruit and Vegetable Program Overview Webinar**, Tuesday, February 11, at 2 p.m. ET
- **After School Snack Program (ASSP) Operations Webinar**, Tuesday, February 18, at 2 p.m. ET

#### Culinary Skills for A+ School Meals

Virtual culinary skills workshops are back! View the current line up of sessions, which begin Thursday, February 13, and register [here](#).

#### Verification Summary Report Recorded Webinar

If you missed the VSR webinar on Tuesday, December 3, find the recording [here](#) and slides [here](#).

### Reminders

#### New Translated Model School Meals Applications

FNS has released [10 new foreign language translations of the Prototype Application for Free and Reduced Price School Meals](#). They are provided as a release in serving households where English is not the primary language. FNS anticipates releasing the next batch of translations in early 2025.

#### Equipment Assistance Grants: Installation Expenditures Memo

For sponsors who received National School Lunch Program Equipment Assistance Grants, the following memo, [SP 06-2025](#), clarifies allowable costs for approved equipment listed on the contract.

Please remember that for all other equipment purchases that are over \$10,000, and not listed on [IDOE's Pre-Approved Kitchen Equipment list](#), the equipment request form will need to be completed and sent to [scnprocurement@doe.in.gov](mailto:scnprocurement@doe.in.gov) for approval (For renovations, you will need to complete the equipment request form). For more information, visit IDOE's [Procurement Guidance and Procedures webpage](#).

Contact [scnfinance@doe.in.gov](mailto:scnfinance@doe.in.gov) or [scnprocurement@doe.in.gov](mailto:scnprocurement@doe.in.gov). Be sure to include your sponsor number in the subject line.

#### Reminder: School Food Authorities (SFAs) Submit Claims in CNPweb

The following can be found on the [Claims Information and Instructions document](#): SFAs that have contracted with Food Service Management Companies (FSMCs) must retain signature authority on claims within CNPweb. Therefore, FSMC and vendor employees must not be responsible for or have access to submit claims in CNPweb. The SFA employee responsible for submitting claims in CNPweb must be designated on the Responsibility Contact Form each year and submitted to IDOE as part of your FSMC Contract award or renewal.

*Per 7 CFR 210.16(a)(5)& (6) school food authorities must retain signature authority on the state agency general food authority agreement, and FNS has released 10 new foreign language translations of the Prototype Application for Free and Reduced Price School Meals. They are provided as a release in serving households where English is not the primary language. FNS anticipates releasing the next batch of translations in early 2025.*

### Updates from Our Partners

#### Culinary Institute of Child Nutrition (CICN)

Join CICN for a highlight of the culinary resources, tools, and online training available on the ICN/CICN website and iLearn platform. Through interviewing ICN/CICN chefs and staff, you will gain valuable insights into how these culinary resources and tools support child nutrition operators in enhancing culinary skills and streamlining school meal programs. In this webinar, you will learn more about CICN in-person training opportunities and how to maximize this tool to optimize the efficiency of your daily operations in school kitchens. Thursday, January 9, at 3 p.m. ET. Register [here](#).

### Upcoming Dates



Thursday, January 9, at 3 p.m. ET	CICN training, register <a href="#">here</a>
Friday, January 10	2025 Farm to School Grant due
Wednesday, January 15	VSR due
Wednesday, January 22, at 2:30 p.m. ET	Forward Contracting for Local Procurement webinar
Thursday, January 23, from 2 to 3 p.m. ET	LEAD to Succeed Training: Conflict Style Inventory webinar
Tuesday, January 28, at 10 a.m. ET	Direct Certification Basics webinar
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### Department News

12/30/2024 2024 State Graduation Rate Highest on Record

12/19/2024 DeKalb County Teacher Surprised with \$25,000 Milken Educator Award

12/12/2024 Ripley County Teacher Surprised with \$25,000 Milken Educator Award

12/11/2024 New Indiana Diploma Requirements Approved with Unanimous Support