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



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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

#### Record Keeping

The end of the school year is the best time to pull together records and documentation that need to be filed together and retained for multiple years. Ensure that files are kept in an organized fashion and easily identifiable. Past years' records must be easily accessible to staff members in order to provide to field specialists during an administrative review. Refer to the [Recordkeeping Resource](#) for a detailed list of retention guidelines.

### Important Updates

#### NSLP Equipment Grant Application Closes Friday, May 31

Applications for the 2023 NSLP Equipment Assistance Grant will be accepted through Friday, May 31. Instructions and application can be found [here](#). Frequently asked questions can be found [here](#). Email [SCNFinance@doe.in.gov](mailto:SCNFinance@doe.in.gov) with questions regarding this funding opportunity. Please include your sponsor number and "Equipment Grant" in the subject line.

#### Community Eligibility Provision (CEP) Application Deadline Approaching

The deadline to apply for CEP participation for the 2024-2025 school year is Sunday, June 30. CEP Schools in their fourth year of eligibility in school year 2023-2024 **must** reapply or return to standard claiming for the 2024-2025 school year. New or renewing schools interested in applying must use school direct certification free data and enrollment data from around April 1. More information can be found on the [IDOE CEP webpage](#). For additional questions, contact your assigned field specialist as listed in CNPweb.

#### Register Before Summer Break: Back to School Training - IN the Mix, Prepped for Success

IDOE is happy to announce the return of in-person back to school training. All food service personnel are invited to attend this day-long session in preparation for the 2024-2025 school year.

- When: Wednesday, July 10, from 8 a.m. to 4 p.m. ET
- Where: Renaissance Indianapolis North Hotel, Carmel, Indiana
  - If you wish to stay overnight, a discount on the nightly room rate is available for the Renaissance Hotel [here](#). If the Renaissance Hotel is unavailable or not your hotel of choice, additional [hotels are located nearby](#).

- Additional Details: This training is free to attend and the cost of travel to the training is an allowable expenditure of food service funds. View a draft of the agenda, with learning tracks by job duties, [here](#). Attendees will receive credit toward annual professional standards training hours. Lunch will be provided for attendees through the support of the American Dairy Association, Indiana.

Please ensure each attendee has [registered here](#).

## Indiana SUN Bucks

### SUN Bucks Card Distribution

Cards have begun to be distributed to households. Distribution is occurring in waves and the first round of cards could take up to three weeks to be distributed. If asked, please communicate the three week distribution period. If households do not receive all expected cards for their children by Friday, June 28, they can contact the SUN Bucks helpline. The SUN Bucks helpline is not able to assist households with activation of the card or creation of their PIN. Households must to contact the number on the back of the card for activation assistance.

### SUN Bucks Contact

Please designate a SUN Bucks contact for your school/corporation. This person does not have to be the food service director, but needs to be reasonably available throughout the summer in the event that questions surrounding eligibility, enrollment, or custody arrangement situations arise. Complete contact designation form [here](#).

### Local Assistance

Please share [information and resources](#) regarding the basics of SUN Bucks with all school staff, including building level administration, administrative assistants, and teachers. Schools are responsible for providing individual eligibility assistance, as well as answering local questions from households and staff. Questions that cannot be answered locally, and address change requests, should be submitted on the [online help form](#).

## Farm to School

### 2024 Farm to School Symposium

The agenda and registration for the Farm to School and Early Care and Education (ECE) Symposium can be found on the Indiana Grown for School's [event page](#). The event will be held at the Hendricks County Fairgrounds on Tuesday, June 18, and Wednesday, June 19. Participants will learn about gardening, local procurement, and agriculture education. All teaching, food service, and school administrative staff are welcome to attend. Interested programs are encouraged to design a poster to show off their farm to school programs. Posters should be approximately 24 by 36 inches. Contact [Sophie Lindley](#) with any questions or if you would like to create a poster.

### Apple Crunch Registration Now Open

It's Apple Crunch registration time! Join Purdue Extension, IDOE, and the Indiana Grown for Schools Network as we celebrate Indiana apples and orchards. There are so many great benefits to apples, and we are so lucky to have so many producers right here in Indiana. Visit the Apple Crunch website [here](#) and register for stickers and window clings. Supplies are limited, so register today.

## USDA Foods

### Don't Leave Money on the Table

Schools must spend their Department of Defense Fresh Fruits and Vegetables Order Receipt System (FFAVORS) funds by Sunday, June 30. Unused they will be lost and they **do not** carry over to the next school.

### Program Year (PY) 2025 for USDA Foods

PY 2025 has been hidden until the school year opens in July 2025. IDOE will notify schools via this newsletter when it is available.

### USDA Foods Warehouse Clear Out

Schools have until their last available delivery period under the Orders tab in CNPweb to order any direct delivered USDA Foods remaining at the state assigned warehouse, Dilgard Frozen Foods, Stanz-Troyers Foods or Wabash Foods. All USDA Foods for Processing at the processors must be ordered via the distributors. Any USDA Foods for Processing remaining at the processors as of Sunday, June 30, will carry over to the 2024-2025 school year.

## SY 2024-2025 USDA Foods Direct Delivery Warehouses

IDOE has executed new contracts with two warehouses for SY 2024-2025. Dilgard Frozen Foods will cover the counties in northeastern region and Stanz-Troyers Foodservice will cover the remaining counties in the state. Click [here](#) for a map and list of county and regional assignments.

## USDA Foods Recipes

Use your USDA frozen or fresh strawberries for this variation of [strawberry yogurt pops](#). This recipe can be made with USDA Foods and must be adjusted to meet serving sizes and meal patterns.



## Training and Webinar Opportunities

### Spring Webinars from IDOE

- Rescheduled - Professional Standards: This webinar will cover best practices for annual professional standards training requirements for all school nutrition professionals and discuss hiring standards for new school nutrition program directors. Thursday, May 23, at 2 p.m. ET - [register here](#).
  - This webinar was rescheduled to allow schools to attend the USDA Final Rule webinar on Thursday, May 9.

## Limited Space Available! Culinary Skills for A+ School Meals In-Person Summer Training

Culinary Skill for A+ School Meals is a free five-day, hands-on culinary training skills workshop designed for all job positions in school kitchens. Classes are free and will earn attendees 28 continuing education units (CEUs). This workshop will be offered in six locations throughout Indiana.

- Evansville - Monday, June 3, through Friday, June 7 - Limited Space Available
- Columbus - Monday, June 10, through Friday, June 14 - Wait List
- Fishers - Monday, June 24, through Friday, June 28 - Wait List
- Merrillville - Monday, July 8, through Friday, July 12 - Wait List
- Elkhart - Monday, July 15, through Friday, July 19
- Plainfield - Monday, July 22, through Friday, July 26 - Wait List

Classes meet from 8 a.m. to 3 p.m. local time at the host site. Space will be limited for each session and participants should plan to attend all five days. Register [here](#).

## Reminders

### Fresh Fruit and Vegetable Program (FFVP) School of the Year

On Monday, May 6, IDOE's FFVP School of the Year award was presented to Joshua Academy Charter School in Evansville. The food service department received a framed certificate and aprons printed with the FFVP School of the Year logo from IDOE. Piazza Produce sponsored a prize of \$250 to be used for educational materials related to FFVP.



Pam Nunning, RN/Health and Wellness Coordinator, nominated Joshua Academy for the award. Nunning wrote that nutrition lessons about fruits and vegetables have been incorporated into the school day for math, art, language arts, and health. The bulletin board near the cafeteria showcases the snacks served each week. Some of the items provided to students included kiwi, cantaloupe, pears, star fruit, papaya, zucchini, radishes, snap peas, red cabbage, and Brussels sprouts.

This is the seventh year IDOE has recognized schools for creating a healthier school environment by providing fresh fruits and vegetables to students through the FFVP.

## Upcoming Dates



Thursday, May 23, at 2 p.m. ET	<a href="#">Professional Standards (Rescheduled)</a>
Monday, May 27	<a href="#">Food Education Fellowship Application Deadline</a>

Friday, May 31	<a href="#">2023 NSLP Equipment Assistance Grant Application Deadline</a>
Tuesday, June 18, and Wednesday, June 19	<a href="#">Farm to School and ECE Symposium</a>
Sunday, June 30	Deadline to apply for CEP participation for the 2024-2025 school year
Sunday, June 30	Deadline to spend DoD FFAVORS funds
Wednesday, July 10, from 8 a.m. to 4 p.m. ET	<a href="#">IN the Mix: Back to School Training</a>
Tuesday, August 27	<a href="#">Summer EBT Final Rule Comments Extended Deadline</a>

### Additional Resources

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

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## Department News

- [05/20/24 Career Scholarship Account Application Now Open for Indiana High School Students](#)
- [05/15/24 Gov. Holcomb Meets with 2024 STEM Team Students](#)
- [05/09/24 Indiana Department of Education Announces 2023-2024 STEM Certified Schools](#)
- [05/08/24 To Help Overcome Indiana's Literacy Crisis, Additional Training Opportunities Now Available for Educators](#)

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