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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

#### Administrative Review Reports

USDA requires administrative review reports to be available on a public website for review. IDOE has recently moved the location of the website. Previously bookmarked reviews will no longer be accessible. You can find the reports and bookmark the new link [here](#).

### Important Updates

#### Back to School Training - Registration Closed

The back to school training is at capacity and the registration form has been disabled. Contact [SCNTrainings@doe.in.gov](mailto:SCNTrainings@doe.in.gov) to be added to the waitlist.

### Indiana SUN Bucks

#### Card PIN Errors

IDOE is receiving reports from schools regarding the PIN issues SUN Bucks card users are experiencing. The help line is currently experiencing a high volume of calls. Please share the following tips with households to resolve basic issues before calling the help line:

- The selected PIN cannot be a common sequence of numbers (1234 or 9876), repeated numbers (1111 or 8888), contain two or more repeating numbers (i.e. 1288), or more than two sequential numbers (i.e. 1238).
- The zip code must match the zip code where the card was sent.
- The date of birth must match the child on the card and must be in the format of mmddyyyy.
- The system times out quickly. If there is a delay putting in any of the required information, it may be a timing issue. Suggest they write out all the numbers in the order they will be requested. This includes the card number, zip code, date of birth (for the child on the card), and the PIN they would like to use.

If households continue to have issues, they can call the SUN Bucks helpline at 317-234-4528 to escalate the issue.

#### 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 at 317-234-4528. The SUN Bucks helpline is not able to assist households with activation of the card or creation of their PIN. Households must contact the number on the back of the card for activation assistance.

## Farm to School

### 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

### Department of Defense (DoD) Fresh Orders and Receipting

The last DoD Fresh Fruits and Vegetables Program produce orders for school year 2023-2024 must be placed and **receipted** in the Department of Defense Fresh Fruits and Vegetables Order Receipt System (FFAVORS) by Sunday, June 30, or before leaving for summer break. Schools must spend their FFAVORS funds by Sunday, June 30. Unused they will be lost and they do not carry over to the next school year.

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

PY 2025 has been hidden until the school year opens in July 2024. IDOE will notify schools via this newsletter when it is available.

### USDA Foods Warehouse Clear Out

We have reached the end of school year 2023-2024. It is imperative that school staff is available when your school places a USDA Foods order to ensure that school staff is available to inspect verify, and accept all orders to avoid a missed delivery charge. 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.

### USDA Foods Recipes

Use your USDA frozen mozzarella or shredded cheddar and add some veggies like spinach or broccoli for a variation of [Lunchbox Pizza](#) [Quesadillas](#). This recipe can be made with USDA Foods and must be adjusted to meet serving sizes and meal patterns.



## Training and Webinar Opportunities

### Introduction to School Nutrition (ISNL) Training

There are five spots available for the in-person ISNL training in Greenfield on Monday, June 24, through Friday, June 28. The training is free of charge to attend and the cost of travel and accommodations is an allowable expense from the non-profit food service account. Contact [SCNtrainings@doe.in.gov](mailto:SCNtrainings@doe.in.gov) if you are interested in attending this training session. The training is intended for those with three or fewer years of experience as a school food service director or assistant director. These openings are available on a first come, first serve basis.

## Reminders

### 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.

## Upcoming Dates



Tuesday, June 18, and Wednesday, June 19	<a href="#">Farm to School and ECE Symposium</a>
Monday, June 24, through Friday, June 28	Introduction to School Nutrition Training
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

- 05/31/24 Free Summer Meals Available to Students Across Indiana
- 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

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