# LIGHTNING SESSION I

#### OHNS JUNE CONFERENCES JUNE 19, 2019

## PHIL CHASE

ENGAGING TEACHERS IN SCHOOL NUTRITION

#### FOCUS ON THE IMPACT TO THE STUDENT

- Teachers tend to listen when there is a clear benefit to learning and their classroom goals
- Lead with messages about better performance in class, less time out of class, better ability to focus
- Tell the MEAP/M-Step story

#### UNDERSTAND THE LEARNING ENVIRONMENT

- Teachers are uniquely trained to set up their classrooms to promote learning and manage classroom behaviors
- Fold in messages about nutrition into how it improves the learning environment
- Listen to logistical or sanitation concerns and problemsolve

#### SHOW HOW THE "PRO" OUTWEIGHS THE "CON"

- Be up-front that efforts like breakfast in the classroom represent change in scheduling or logistics
- Show the advantages to learning outcomes and the school community
- Show how nutrition that supports learning is a partnership among the adults for the good of the whole child

#### MAKE IT PROFESSIONAL... AND THEN MAKE IT PERSONAL

- Start with what good nutrition does for a student's brain...
- ...And then talk about how it makes them smile and feel better.
- Show that you personally connect with kids just like teachers do
- Use personal stories to get your point across

### WENDY CROWLEY

#### CLAIMING RULES AND FLEXIBILITIES

## CAITLYN WOOD

IMPROVING THE TRAINING EXPERIENCE

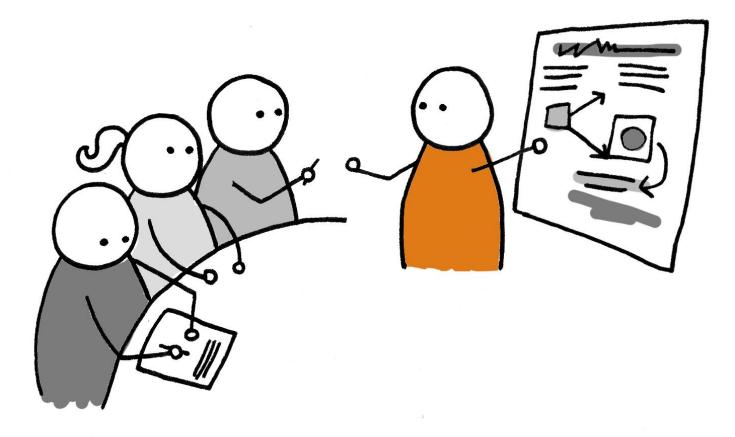
# You asked, we listened: What we are doing to improve your training experience.



#### Focus Group Concerns



# 100% improvement



#### Focus Group Concerns



Offering trainings in multiple formats (in-person, webinar, conference call, live Skype video, Targeted Training workshops, etc.)



#### Focus Group Concerns



Credit card and e-check options Ability to bypass payment (with automatic reminders) Ability to register multiple people at one time

# Streamlined training details



M Inbox (5) - adriennejdavenport@ 🗙	🖺 IntelliGrants - Document Page	× 🗅 minutritiontraining@gmail.com	🗙 🐴 MDE - Scho	ool Nutrition Programs 🗙 📔 🕂		– 0 ×
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2	3	4 12pm Macomb ISE	5 D Monthly FSD Me	6	7	8
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		une Nutrition Conference 18, 2019, 8am – 4pm				
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30	W. Fo	utrition Conference: Nourishing the hole Student the Whole Year - A bocus on Schools ate: Preconference June 18	3	4	5	6
Events shown in time zone: Eastern Time - Detroit						+ Google Calendar
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# Streamlined training details



Office of Health and Nutrition Services

Training Knowledge useful abilities. backbone of co quired for a tr aday



# You asked, we listened: The improved training experience.

#### Thank you!

- Caitlyn Wood, Consultant Manager (WOC)
- **517-241-5374**
- Contact <u>MDE-schoolnutrition@Michigan.gov</u> with questions/comments about Child Nutrition training in Michigan

OHNS is open to all feedback to ensure our implementation plan is effective for all users!

### STEPHANIE WILLINGHAM

SUCCESS STORIES FROM THE BREAKFAST PROGRAM

#### Successful implementation of alternate breakfast needs

- Look at physical layout and daily schedule
- Support among building leaders and teachers
- Review menu options and food service logistics



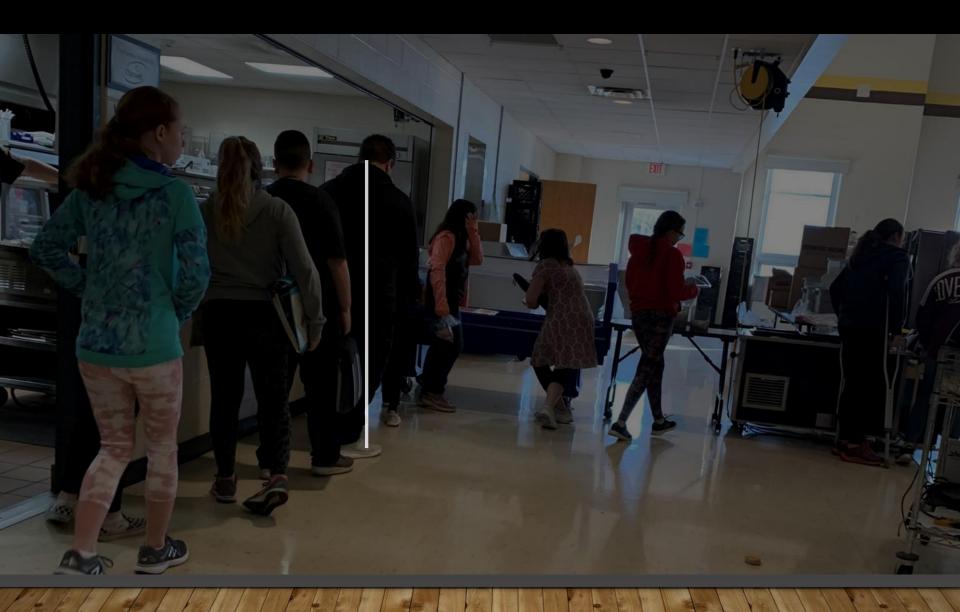
#### SUCCESS!!!

- Added breakfast in the classroom
- MS added 4-5 hot menu options, offered sampling, updated food display and signage, smoothie Friday
  - 37% increase in participation
  - 73% increase on Smoothie Friday's!!
- MS added a breakfast cart
  - Increase of 22% participation
- Universal breakfast trial
  - Increase of 29% participation



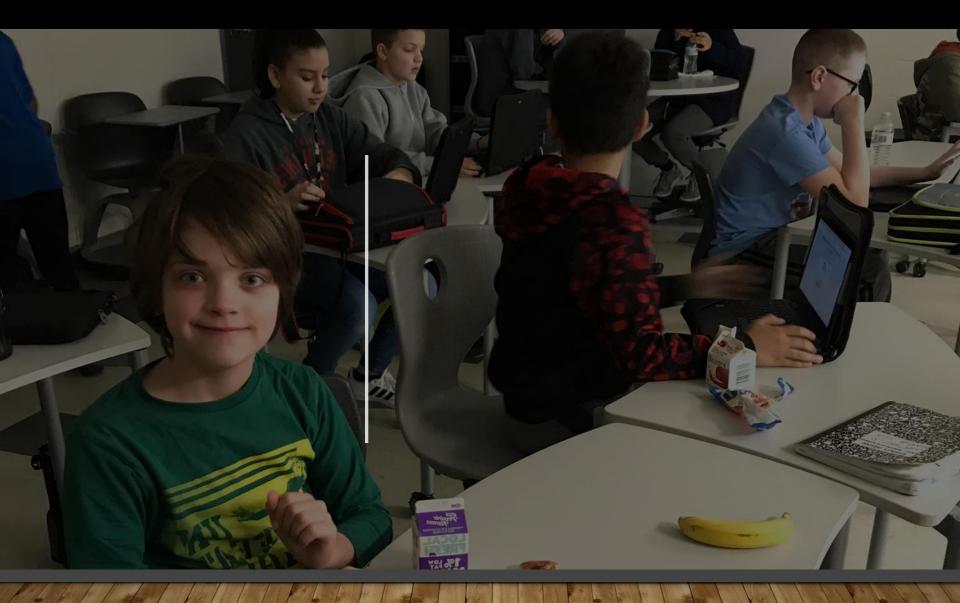
#### SUCCESS!!!

- HS added a breakfast cart in high traffic area
- HS gives breakfast to every late student
- District provides breakfast to all late students
- Elementary switched to breakfast in the classroom







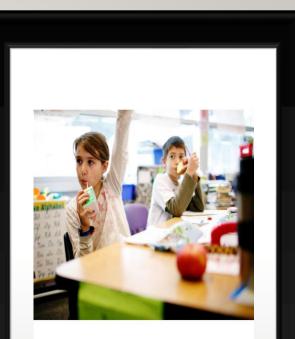


#### MAKE BREAKFAST PART OF THE SCHOOL DAY





#### MICHIGAN BREAKFAST PLAYBOOK



Playbook: Breakfast After The Bell 2019 Implementation Toolkit



### HEATHER HOLLAND

GOING BEYOND THE REGULATIONS

#### BEYOND JUST MEETING THE REGS..... FOOD QUALITY IN SCHOOLS

Heather Holland































































#### "Beneficial effects of meal quality on achievement"

School Meal Quality and Academic Performance Michael L. Anderson, Justin Gallagher, and Elizabeth Ramirez Ritchie October 23, 2018















# CAITLYN WOOD

CHILD NUTRITION TRAINING CALENDAR



## WHAT IS IT? WHY WAS IT CREATED? HOW DO I USE IT? WHAT IF TECHNOLOGY CHANGES? HOW DO I GET MY TRAININGS ADDED?

Easy-to-use one-stop-shop calendar that shows OHNS trainings all in one place

For both MDE trainings and outside partner trainings

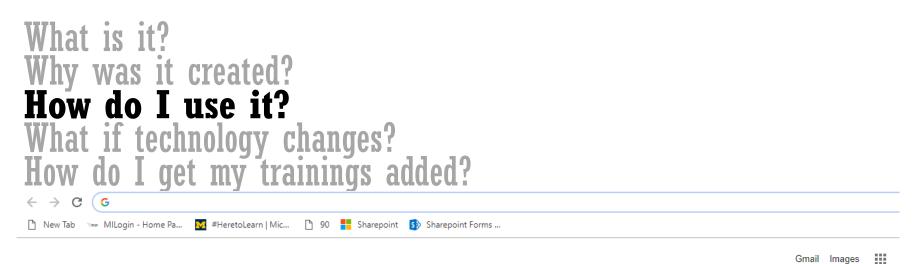


### What is it? Why was it created? How do I use it? What if technology changes? How do I get my trainings added?

Customers were unhappy with our trainings from a lot of angles and MDE wasn't working with partners efficiently. The training calendar aims to limit:

- Overlap
- Inconsistent info
- Confusion over
  - How to get there/what to bring
  - What is expected
  - Target audience for each training
  - Which trainings are important to go to
  - How to register
  - How to pay later
  - How to ask questions





Type Michigan.gov/SchoolNutritio n N MICHIGAN (1990) MICHIGAN







#### MDE / FOOD & NUTRITION PROGRAMS / SCHOOL NUTRITION PROGRAMS

#### **School Nutrition Programs**

The School Nutrition Programs (SNP) Unit administers United States Department of Agriculture (USDA) Child Nutrition Programs and Grants in the State of Michigan. School Nutrition Programs staff monitor regulatory compliance and provide training and technical assistance for the National School Lunch Program, School Breakfast Program, AfterSchool Snack Program, Special Milk Program, Fresh Fruit and Vegetable Program, Summer Food Service Program, Summer Camp Special Milk Program, and Team Nutrition.

### Effective May 22, 2018, the main phone line number for School Nutrition Programs will change to 517-241-5374.

### The new FAX number will be 517-241-5376.

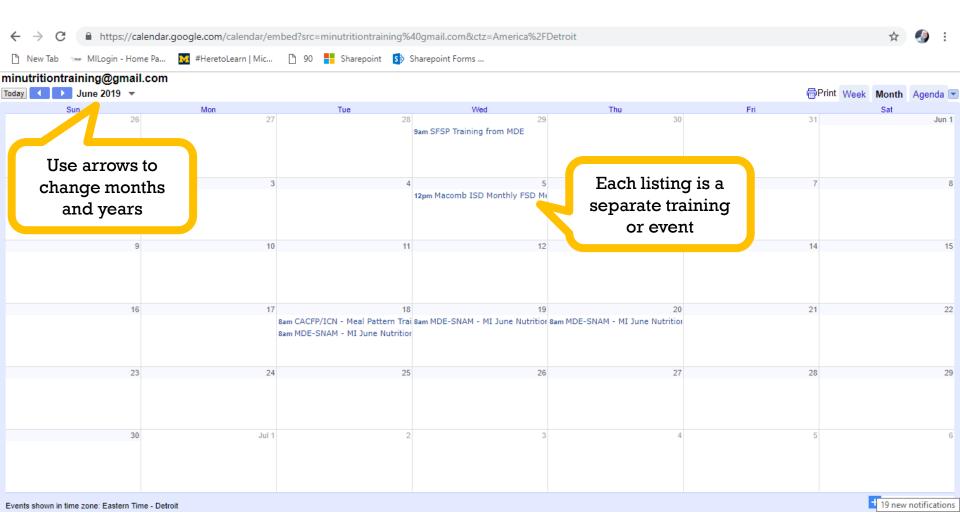
SNP Analyst Territories and Contact Information - for the most current information, please contact the SNP Office at 517-241-5374

School Nutrition Program Contact List

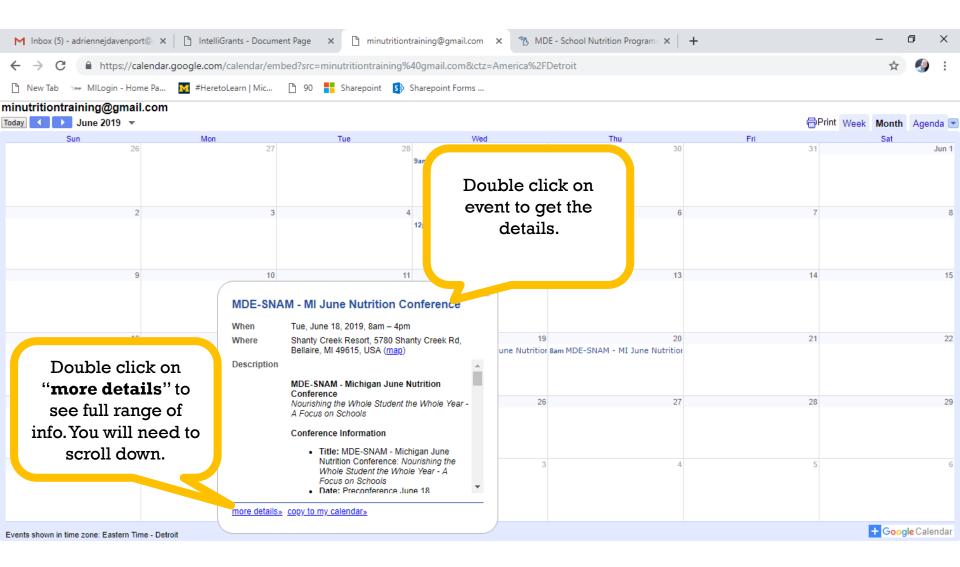
School Lunch, Breakfast, AfterSchool Snack Meals Served/Payments Fact Sheet

#### Child Nutrition Training Calendar

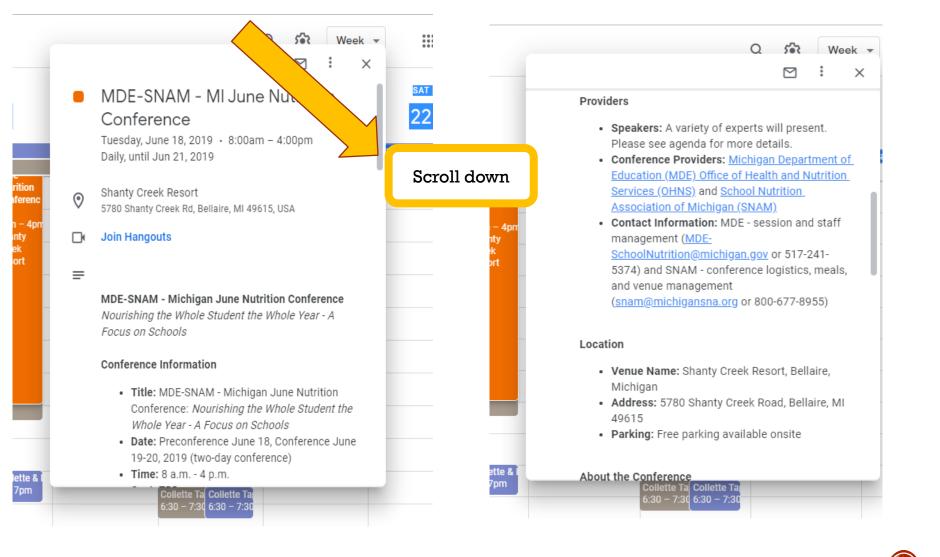


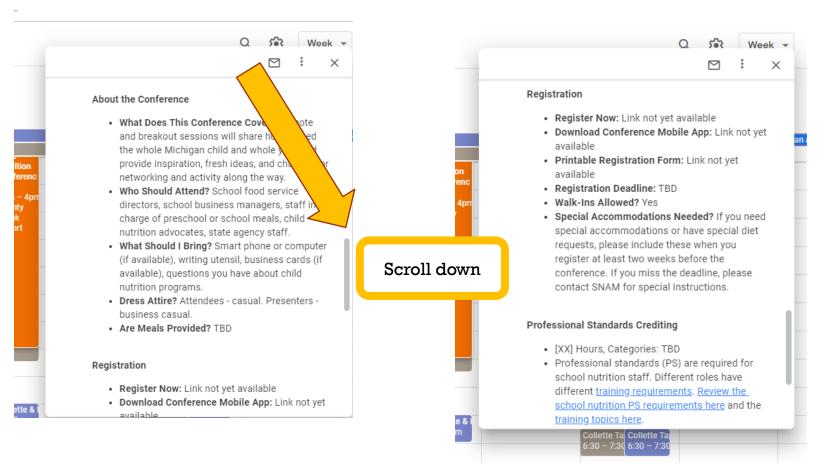












## WHAT IS IT? WHY WAS IT CREATED? HOW DO I USE IT? WHAT IF TECHNOLOGY CHANGES? HOW DO I GET MY TRAININGS ADDED?

A team at MDE is working to create a "Gateway" system that uses a single log-in to give you easy access to all accounts you have permission to use

- This team knows of the calendar and believes either a Google Calendar format can work or can be molded to fit this
- Google Calendar format should be useable in most situations



## WHAT IS IT? WHY WAS IT CREATED? HOW DO I USE IT? WHAT IF TECHNOLOGY CHANGES? HOW DO I GET MY TRAININGS ADDED?

- Share with MDE what you know about your training. Ideally use training info template, but if not known, it's okay
- Once registration link/more details available, send to MDE so we can add
- Email <u>MDE-SchoolNutrition@Michigan.gov</u> or <u>MINutritionTraining@gmail.com</u>
- Call MDE School Nutrition Programs main line, 517-241-5374



## RECAP, SLIDE 1

- What is it? Easy-to-use joint calendar w/ trainings relevant to OHNS areas
- Why was it created? Knocking down silos and rolling them into a one-stop-shop training calendar that lists relevant trainings in one place
- How do I use it? Click on link from <u>www.Michigan.gov/SchoolNutrition</u> homepage or ask <u>MDE-</u> <u>SchoolNutrition@Michigan.gov</u>. You can publish and promote!



## RECAP, SLIDE 2

- What if technology changes? Should be compatible with current Google Calendar format
- How do I get my trainings added? Email <u>MDE-SchoolNutrition@Michigan.gov</u> or <u>MINutritionTraining@gmail.com</u>. Use training info template if possible



# NATALEE MICKELSON

SNEAK PEEK AT THE NUTRITION GATEWAY

#### COMING SOON!

# NUTRITION GATEWAY

## DASHBOARD

Dashboard							
Dashboard Infographics Profile Messages Reports Resour	rces User Preferences Request Access Admin -						
Otsego Public Schools (03020)	Select an agency	Q					
Applications - MEGSplus O	\$ Claims & Reimbursement-MiND ©	🛱 Add Event					
School Nutrition Program 2020 - In Progress - 05/22/2019 2019 - Approved - 04/22/2019 Child And Adult Care Food Program - Centers 2019 - Approved - 04/30/2019 2018 - Approved - 05/09/2018 Summer Food Service Program 2019 - Approved - 05/02/2019 2018 - Approved - 05/02/2019 2018 - Approved - 09/18/2018 Fresh Fruit and Vegetable Program 2015 - Application Reviewed - 06/30/2014 NSLP Equipment Assistance Grant 2020 - Application In Progress - 03/01/2019 2019 - Application In Progress - 05/25/2018	<ul> <li>School Nutrition Program</li> <li>May 2019 - Original Claim to be completed</li> <li>April 2019 - \$50,173.44 Certified on 05/08/2019</li> <li>March 2019 - \$50,768.19 Certified on 04/22/2019</li> <li>Child and Adult Care Food Program - Centers</li> <li>May 2019 - Original Claim to be completed</li> <li>April 2019 - Original Claim to be completed</li> <li>April 2019 - Original Claim to be completed</li> <li>March 2019 - \$415.87 Certified on 05/08/2019</li> <li>Summer Food Service Program</li> <li>August 2018 - \$11,805.49 Certified on 09/19/2018</li> <li>July 2018 - \$11,561.08 Certified on 07/11/2018</li> </ul>	<ul> <li>« June 2019 » Su Mo Tu We Th Fr Sa 26 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3 4 5 6 Today</li> <li>+ Calendar Filter</li> <li>↑ Upcoming Events</li> <li>06/30/2019 - NSLP EAG - Deadline for submission</li> <li>06/30/2020 - NSLP EAG - Deadline for submission</li> </ul>					
Reviews - GEMS / MARS O	© Findings and Corrective Action - GEMS/MARS ©						
<ul> <li>Summer Food Service Program</li> <li>Default Review Type - Closed - 7/21/2016</li> <li>Documentation Received (FY 16) - Active - 6/7/2016</li> <li>SNP Cycle 1 Year 3 (2015-2016)</li> <li>Administrative Review - Closed - 2/23/2017</li> <li>Resource Management Review - Closed - 10/17/2016</li> </ul>	<ul> <li>School Nutrition Program</li> <li>Summer Food Service Program</li> <li>Child and Adult Care Food Program</li> <li>Food Distribution Program</li> <li>Fiscal Administrative Services Team</li> </ul>	C Show All Events					

### APPLICATIONS

#### Applications - MEGSplus I Applications - MEGSplus

#### School Nutrition Program

- 2020 In Progress 05/22/2019
- 2019 Approved 04/22/2019

#### **Child And Adult Care Food Program - Centers**

- 2019 Approved 04/30/2019
- 2018 Approved 05/09/2018

#### Summer Food Service Program

- 2019 Approved 05/02/2019
- 2018 Approved 09/18/2018

#### Fresh Fruit and Vegetable Program

2015 - Application Reviewed - 06/30/2014

#### NSLP Equipment Assistance Grant

- 2020 Application In Progress 03/01/2019
- 2019 Application In Progress 05/25/2018

### CLAIMS AND REIMBURSEMENT

#### \$ Claims & Reimbursement-MiND Ø

#### School Nutrition Program

- May 2019 Original Claim to be completed
- April 2019 \$50,173.44 Certified on 05/08/2019
- March 2019 \$50,768.19 Certified on 04/22/2019

#### Child and Adult Care Food Program - Centers

- May 2019 Original Claim to be completed
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#### Summer Food Service Program

- August 2018 \$11,805.49 Certified on 09/19/2018
- July 2018 \$12,303.96 Certified on 09/19/2018
- June 2018 \$11,561.08 Certified on 07/11/2018

### REVIEWS

#### Reviews - GEMS / MARS

- Summer Food Service Program
  - Default Review Type Closed 7/21/2016
  - Documentation Received (FY 16) Active 6/7/2016
- SNP Cycle 1 Year 3 (2015-2016)
  - Administrative Review Closed 2/23/2017
  - Resource Management Review Closed 10/17/2016

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<u>30</u>	1	2	3	4	5	6	
Today							

#### + Calendar Filter

#### ♥ Upcoming Events

06/18/2019 - MDE-SNAM Nutrition Pre-Conference 06/19/2019 - MDE-SNAM Nutrition Conference 06/29/2019 - Claim Submission Deadline - April 2019 06/30/2019 - NSLP EAG - Deadline for submission 07/23/2019 - CACFP Application Re-Certification Training 07/24/2019 - CACFP Application Re-Certification Training 06/30/2020 - NSLP EAG - Deadline for submission

## CALENDAR

## REPORTS

Reports							
Dashboard Infographics Profile Messages Re	ports Resources User Preferences Request Access	Admin 🔻					
βelect a Report            eport Name: School Nutrition Program - Sponsor Information         Display Report							
+ Reports Filter	Description:						
CNP All SNP CACFP-Centers Programs: CACFP-FDCH SFSP SCSM FFVP CSFP TEFAP SLYER	This report provides information at the district level for all entities participating in the School Breakfast Program and/or National School Lunch Program, includings public schools, non-public schools, charters schools and Residential Child Care Institutions (RCCIs).						
SFA-VCR	📼 Required Inputs:	i Data Elements:					
Functions:		Address City State Zip					
Tags:		Sponsor Qualifier Contact Name					
Data Elements: i	🛢 Filters:	sponsor number fiscal year school district name					
▼ Filter Reports	CNP Programs: SNP, CACFP-Centers, CACFP-FDCH, SFSP, SCSM, FFVP, CSFP, TEFAP, SLYER, SFA-VCR	school district name county code building code					

### **REPORT DISPLAY**

Modify Inputs

Save as Search: School Contact . Fiscal District County Building Sponsor Sponsor Sponsor Sponsor Management Contact Contact Phone Number 1 Year Name Address City 11 State Zip Code Code Туре Qualifier Status Company Vendor Name Title Number 2019 400 OTSEGO Michigan 03020 Otsego 49078-03 00000 1 Α Α Chartwells School Marc Faber Director of (269) 692-Public SHERWOOD 1280 Dining Finance 6070 Schools ST

School Nutrition Program - Sponsor Information

# MESSAGES

Messages												
Dashboard Infographics Profile	Messag	es Reports	Resources	User Preference	s Reques	t Access						
<ul> <li>Compose Message</li> <li>My Inbox</li> <li>Agency Inbox •         <ul> <li>33020 - Lansing Public School District</li> <li>41010 - Grand Rapids Public Schools</li> <li>47010 - Brighton Area Schools</li> </ul> </li> <li>✓ Sent</li> <li>Drafts</li> </ul>	My Inbox Click Compose a Message to send messages to an agency or a group of agencies Show Hidden											
	Show 10 ¢ entries				Search:			h:				
		From		Sender	То	Receiver	Subject		Date	Ø		
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		School Nutri	tion Program	Office		CNP Level8	33020	FN3 FN3	Community Eligibility Provision (CEP) SY 2019-2020 Eligibility Notification		4/15/2019 3:29:51 PM	

# WANT TO SEE MORE?



THE GATEWAY: YOUR ONE-STOP-SHOP FOR ALL THINGS CNP SESSION 404 10:45 -PARLOR D BRING YOUR COMPUTE R

# MARK DIEBOLT

MAKING CENTS OF YOUR NON-PROFIT SCHOOL FOOD SERVICE ACCOUNT

# Lightning Session 1: Nine Big School Nutrition Topics

## Maintenance NSFSA Overview

## June Conference 2019

Fiscal and Administrative Services Monitoring Unit Office of Health and Nutrition Services



### Resource Management (RM) Overview

- Proper utilization and maintaining of food service program funds
- Financial component of the Administrative Review (AR) of School Nutrition Programs
- RM Review involves both the Food Service Director and the Business Manager
- The Business Manager is the main point of contact for both reviews



### Four Sections of the RM Review

- Maintenance of the Non-profit School Food Service Account (NSFSA)
- Paid Lunch Equity (PLE)
- Revenue from Non-program Foods
- Indirect Costs



### Maintenance of the Non-profit School Food Service Account (NSFSA)

This section looks at the financial "health" of your food service department and financial compliance with regulations because this is a restricted fund

MDE assesses the following:

- FID School Meals Report or SLYER
- Fund Balance was there a loss in the program?
- Transfers out of the NSFSA
  - Only allowable transfer out of the NSFSA is for recovery of indirect costs for the current school year



### Maintenance of the NSFSA

MDE assesses the following (continued):

- Net Cash Resources
  - Spend Down Plans
- Equipment Requests
- Allowable Costs
  - Written Policies and Procedures



### **QUESTIONS?**



# Fiscal and Administrative Services Monitoring Team

Phone: 517-241-5348

E-mail: <u>MDE-Fiscal@Michigan.gov</u>

Website: <u>www.Michigan.gov/mde-fast</u>



### Fiscal and Administrative Services Monitoring Team

Aimee Haapala, Financial Manager - Phone: 517-241-5369, Email: <u>HaapalaA1@Michigan.gov</u>

Tanea Curtis-Brooks, Financial Analyst - Phone: 517-241-5363, Email: CurtisT1@Michigan.gov

Mark Diebolt, Financial Analyst - Phone: 517-241-5367, Email: DieboltM@michigan.gov

Stacy Lamper-McFall, Financial Analyst -Phone: 517-241-5365, Email: LamperMcfalls@michigan.gov



# MELANIE BRUMMELER

BRINGING AFTER-SCHOOL SNACKS TO YOUR SCHOOL

# Office of Health and Nutrition Services (OHNS) School Nutrition Programs Afterschool Snack Program

- MELANIE BRUMMELER JUNE 19, 2019

### What is it?

What types of programs are available? How am I reimbursed for snacks? What are program requirements? Where do I get more information?

Both School Nutrition Programs (SNP) and the Child and Adult Care Food Program (CACFP) have federal snack programs managed through Michigan Department of Education (MDE)

- Check with an MDE person to see which program is right for you
- "How Do They Compare" handout in the app gives a snapshot

### What is it?

What types of programs are available? How am I reimbursed for snacks? What are program requirements? Where do I get more information?

#### MI SNP:

- MDE-SchoolNutrition@Michigan.gov
- 517-241-5374

MI CACFP:

- MDE-CNAP-CACFP@Michigan.gov
- 517-335-2403

### There are **3 types** of SNP ASSP programs:

- **1.** Eligible All eat for free (site itself  $\geq$  50% F/R or flagged by census)
- **2.** Area Eligible All eat for free ("feeder site" has  $\geq$  50% F/R)
- 3. Non Area Eligible Free, reduced, or paid status

Add snack to your MEGS+ School Nutrition Programs app

Tell your analyst once you've submitted and month you are starting

Snack will appear in your MiND system claim starting the month you request

1 snack per child per day

Supervised "enrichment" activity

Meet meal pattern

Check off snack – "point of service"

Meal pattern: Serve 2 components (all or none, no offer vs. serve)





t of Education port Services Programs 

#### AFTERSCHOOL SNACK PROGRAM - SAMPLE 1-WEEK MENUS

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Pretzels - 2 rods (0.8 oz.) 100% Juice - 6 oz.	Whole Wheat Bagel - 1 oz. Peanut Butter - 2 TB.	Apple Juice - 6 oz. Crackers - 0.8 oz.	Yogurt - 4 oz. Graham Crackers - 4 or 1 oz. (2-1/2 in. square)	Raw Vegetables - 3/4 cup (Carrots, Celery, Broccoli, Cauliflower); Yogurt Dip; Cheese Cubes - 1 oz.
Fresh Fruit - 1 med. pc. Corn Muffin - 1.2 oz.	Ham & Cheese Cubes - 1 oz. Waverly Wafers - 0.8 oz.	Plain Granola Bar - 2 oz. Milk - 8 oz.	Cottage Cheese w/Cinnamon - 1/4 cup Wheat Thins - 0.8 oz.	Chex Mix - 1 cup 100% Juice - 6 oz.
English Muffin – 1 oz. Peanut Butter - 2 Tb. 100% Juice - 6 oz.	Fresh Fruit – 1 med. pc. Triscuit Crackers – 0.8 oz.	Toaster Pastry (unfrosted) - 2 oz. Milk - 8 oz.	Banana - 1 med. Milk - 8 oz.	Oatmeal Cookies - 4 (2-5/8 in. x 1/4 in. thick) Milk - 8 oz.
Whole Grain Tortilla Chips – 1 oz. with1/4 cup Salsa Milk - 8 oz.	Apple Slices - 2-3/4 in. Apple, Sliced Peanut Butter - 2 TB	Mozzarella Cheese Stick – 1 oz. Animal Crackers – 1 oz.	Pineapple Chunks - 3/4 cup Banana Nut Muffin - 2 oz.	Pizza Bagel Bites - 2 oz., (1 Mini-Bagel) 100% Juice - 6 oz.



#### AFTERSCHOOL SNACK PROGRAM - MEAL REQUIREMENTS

Michigan Department of Education Office of Health and Nutrition Services School Nutrition Programs

To be eligible for reimbursement, 2 of the following 4 components must be served. Juice may **not** be served when milk is served as the only other component. These are minimum portion sizes.

COMPONENTS	Ages 1 & 2	Ages 3 to 5	Ages 6 to 18
MILK - Low-fat or fat-free white milk or fat-free fla	vored milk only		
Milk, Fluid	1/2 cup	1/2 cup	1 cup
FRUITS & VEGETABLES			
Fruits and/or Vegetables	1/2 cup	1/2 cup	3/4 cup
Full Strength Fruit - Vegetable Juice*	1/2 cup	1/2 cup	3/4 cup
BREAD & GRAINS** - Two grain based desserts p	er week max		
Bread	1/2 slice	1/2 slice	1 slice
Cornbread - Biscuits - Rolls - Muffins - etc.	1/2 serving	1/2 serving	1 serving
Cold Dry Cereal	1/4 cup	1/3 cup	3/4 cup
cold Dry Cereal	or 1/3 oz.	or 1/2 oz.	or 1 oz.
Cooked Cereal	1/4 cup	1/4 cup	1/2 cup
Cooked Pasta - Noodle Products	1/4 cup	1/4 cup	1/2 cup
Cooked Cereal Grains (Equivalent Quantity)	1/4 cup	1/4 cup	1/2 cup
MEAT & MEAT ALTERNATES***		•	
Lean Meat - Poultry - Fish	1/2 oz.	1/2 oz.	1 oz.
Cheese	1/2 oz.	1/2 oz.	1 oz.

Menus, production records

Monitor 2x/year

Serve after school day is over

People/org. to provide snack ... district responsible even its staff aren't giving out the snack

Contact your SNP analyst

www.Michigan.gov/SchoolNutrition

Phone: 517-241-5374

Email: MDE-SchoolNutrition@Michigan.gov



#### QUESTIONS OR COMMENTS