

CONNECTICUT STATE DEPARTMENT OF EDUCATION  
BUREAU OF HEALTH AND NUTRITION SERVICES AND  
CHILD/FAMILY/SCHOOL PARTNERSHIPS  
25 INDUSTRIAL PARK ROAD  
MIDDLETOWN, CONNECTICUT 06457-1520

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TO: Child and Adult Care Food Program (CACFP)  
Child Day Care Center and Head Start Sponsors

FROM: Maureen Staggenborg, Director  
Child Nutrition Programs

DATE: August 29, 2006

SUBJECT: Operational Memorandum #16C-06  
**CACFP Annual Training Session – Child Care Centers**

The CACFP Annual Training Session for child care centers will be held on Monday, September 25, 2006 from 8:30 am – 12:30 pm. This half-day conference will focus on health and nutrition awareness in preschoolers, as well as Program updates.

Details concerning the date, time and place are as follows:

**Date, Time & Place**

**Monday, September 25, 2006**  
**Time: 8:30 am – 12:30 pm**  
Institute of Technology and Business Development (ITBD) – **Room 327**  
185 Main Street  
New Britain, CT 06051  
Telephone: (860) 827-7875

Attendance is **mandatory** for all child care center sponsors. Due to space limitations, **attendance will be limited to the individual in each organization who has been identified as the CACFP contact person, OR who has primary oversight/responsibility for CACFP.**

**Due to the short turnaround time, ALL registrations MUST be received by the Child Nutrition Unit no later than Thursday, September 14, 2006. Registrations received after the September 14, 2006 deadline will not be honored.**

Please remember to bring your parking ticket  
with you to the conference for validation.

Questions about this information may be directed to Susan Boyle at (860) 807-2074, Benedict Onye at (860) 807-2080 or Celia Cordero at (860) 807-2076.

MBS:shb

Connecticut State Department of Education  
Bureau of Health and Nutrition Services  
and Child/Family/School Partnerships  
CACFP Child Care Centers - Annual Training Meeting



Monday, September 25, 2006



Institute of Technology and Business Development (ITBD)  
Room 327

Time: 8:30 am – 12:30 pm

185 Main Street

New Britain, CT 06051

Telephone: (860) 827-7875

**Directions are attached**

Please remember to bring your parking ticket  
with you to the conference for validation.

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[Child and Adult Care Food Program \(CACFP\) Training - September 25, 2006](#)

*Mail or fax to:*

*Child Nutrition Unit, 25 Industrial Park Rd., Middletown, CT 06457.*

*Deadline: September 14, 2006 (Fax) 860.807.2127*

**PLEASE PRINT:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

CACFP Agreement Number: \_\_\_\_\_

Organization Name : \_\_\_\_\_

Telephone: (        ) \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

***Note: Registrations received after the September 14, 2006 deadline will not be honored.***

## **DIRECTIONS**

### **INSTITUTE OF TECHNOLOGY AND BUSINESS DEVELOPMENT (ITBD)**

**Room 327  
185 Main Street  
New Britain, CT 06051  
Telephone: (860) 827-7875**

**Time: 8:30 am – 12:30 pm**

#### **From I-84 (Waterbury – East)**

Exit 35 (left exit) to Route 72 East. Take Exit 9 - Main Street. At end of the exit take a right. At the next light take a right onto Chestnut Street and another right onto Main Street. ITBD is a red brick building located on the right just past 'Subway'.

#### **From I-84 (Hartford – West)**

Exit 39A to Route 9 South. Take Exit 27 – Chestnut Street (left exit). At the end of the exit take a right onto Chestnut Street and proceed to the third light. Take a right onto Main Street. ITBD is a red brick building located on the right just past 'Subway'.

#### **From the South (Routes 9, 91 or 15)**

Go north on route 9 to Exit 26 – Downtown New Britain. Go straight at the end of the exit take a left at the following traffic light (CVS is on the corner) onto Chestnut Street. Take your second right onto Main Street. ITBD is a red brick building located on the right just past 'Subway'.

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with you to the conference for validation.