



STATE OF CONNECTICUT

STATE DEPARTMENT OF EDUCATION



TO: Child and Adult Care Food Program (CACFP) **Child Care Center Sponsors**

FROM: Cheryl Resha, Education Manager
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: September 5, 2008

SUBJECT: Operational Memorandum #13C-08
CACFP Annual Training Session

Child and Adult Care Food Program (CACFP) Annual Training will be held during three separate ½ day sessions this year to facilitate attendance. Each session will include an overview of civil rights requirements and guidance concerning the FY2008-09 CACFP online application renewal process.

The agenda and registration form for each session is enclosed. Attendance is **mandatory** for all sponsors. Note that due to space limitations, **attendance will be limited to one individual in each organization. It is strongly recommended that the CACFP contact person attends this training on behalf of the institution.** *In the event that the CACFP contact person is unable to attend, another individual who has knowledge of or oversight for CACFP should attend.*

Details concerning the options for each session are as follows:

Thursday, September 25, 2008
AM Session: 8:30 am – 11:30 am
State Department of Education
25 Industrial Park Road
Middletown, CT 06457

OR

Thursday, September 25, 2008
PM Session: 1:00 pm – 4:00 pm
State Department of Education
25 Industrial Park Road
Middletown, CT 06457

OR

Friday, September 26, 2008
9:00 am – 12:00 pm
Nathan Hale School
480 Townsend Avenue
New Haven, CT 06512

INSTRUCTIONS

Please select one of the three sessions
and complete the enclosed registration
form for ONE person to attend.
*Registrations will be handled on a
first-come, first-serve basis.*

Questions concerning 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.

CR:shb

Important: This is a numbered Operational Memorandum that contains important program information. Please read carefully and retain in a binder for your future reference. Operational Memoranda are also posted on the Child Nutrition website at:
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=321576>

25 Industrial Park Road • Middletown, Connecticut 06457

An Equal Opportunity Employer

Connecticut State Department of Education
Bureau of Health/Nutrition, Family Services
and Adult Education
CACFP Annual Training Meeting



Friday, September 26, 2008
9:00 am – 12:00 pm

Nathan Hale School
480 Townsend Avenue
New Haven, CT 06512
Directions are attached

Agenda

9:00 am – 12:00 pm **Welcome & Introductions**
Program Updates:
Reauthorization 2009
Civil Rights Requirements
FY 2008-09 Online Application Renewals
Questions

Child and Adult Care Food Program (CACFP) Annual Training
Friday, September 26, 2008 9:00 am - 12:00 pm

*Mail or fax to Maria Santini, 25 Industrial Park Rd., Middletown, CT 06457.
Deadline: September 17, 2008 (Fax) 860.807.2127*

Name: _____ Title: _____

Sponsor: _____ Telephone: _____

Address: _____
Street City, State, ZIP

Email Address: _____

SPACE IS LIMITED; ATTENDANCE IS LIMITED TO ONE PERSON PER SPONSOR

**CONNECTICUT STATE DEPARTMENT OF EDUCATION
Bureau of Health/Nutrition, Family Services and Adult Education
25 INDUSTRIAL PARK ROAD
MIDDLETOWN, CT 06457**

DIRECTIONS:

From New Haven-

I-91 North, take exit 21 and turn right at the end of the ramp onto Route 372 West. Go under the overpass and turn left at the first light onto Industrial Park Road. Number 25 is the last building on the right near the end of the road.

From Hartford-

I-91 South, take exit 21. Go straight through the light at the end of the ramp onto Industrial Park Road. Number 25 is the last building on the right near the end of the road.

From Willimantic-

Route 66 all the way until you cross the Portland Bridge (in Middletown); take your first left and go down to the hill to Route 9. Take a left onto Route 9 North. Take exit 19, Route 372 West. Take left. Follow Route 372 West until just past the Crowne Plaza - Cromwell. Take a left onto Industrial Park Road (Mobil Station). The Department of Education is the last building on the right (approximately 1½ miles.)

From New London-

I-95 to Route 9 North. Route 9 North to Exit 19, Route 372 (Berlin/New Britain). Take left onto Route 372 West. Follow Route 372 West until just past the Crowne Plaza - Cromwell. Take a left onto Industrial Park Road (Mobil Station). The Department of Education is the last building on the right (approximately 1½ miles.)

From Waterbury-

I-84 East to Exit 27 (Route 691 East). Travel on route 691 to Exit 11 (I-91 North). I-91 North, take exit 21 and turn right at the end of the ramp onto Route 372 West. Go under the highway and turn left at the first light onto Industrial Park Road. Number 25 is the last building on the right.

**Nathan Hale School
480 Townsend Avenue
New Haven, CT 06512**

DIRECTIONS:

I-95 North to Exit 50 (Woodward Avenue) toward Lighthouse Point. Merge onto Main Street (0.1 mi.). Turn right onto Townsend Avenue for approximately 1.3 miles.