

Tuesday Tidbits

August 2012

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► **August 7, 2012: Promote Fruits and Vegetables**

Schools will need to promote fruits and vegetables more than ever this school year!

As of July 1, 2012, the new meal pattern for the National School Lunch Program requires every student to have a ½ cup of fruit or vegetable on their tray before the meal is considered reimbursable.

Be sure to communicate this BIG change with the entire school community...administrators, lunchroom aides, teachers, parents...so everyone can help the students adjust to this new requirement! More communication and support = smoother lunch lines at the start of school!

► **August 28, 2011: Connecticut Grown for Connecticut Kids Week**



Each year, The Connecticut State Department of Education and the Connecticut Department of Agriculture select a special week to celebrate the use of CT Grown in our schools.

Consider planning a menu using Connecticut Grown items, or planning an event in your school about agriculture during [CT Grown for CT Kids Week](#). This year that week is October 14-10, 2012.

Thank you for supporting your Connecticut farmers.



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Tuesday Tidbits

September 2012

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► **September 4, 2012: *The School Day Just Got Healthier* Web Site**

The *School Day Just Got Healthier* Toolkit is a collection of resources including brochures, fact sheets, FAQs, fliers, school lessons, templates and much more, to help prepare everyone for the changes to school meals this school year. The Web site (<http://www.fns.usda.gov/cnd/healthierschoolday/default.htm>) provides wonderful, simple and reproducible resources that school programs, nutrition directors, school staff, administrators, parent and teachers can use to communicate and educate the public about the changes to improve the nutritionally quality of school meals.

► **September 11, 2012: All-Day Kindergarten Program**

Have your schools started an all-day kindergarten program this school year? If so, you will need to make a few adjustments to your online agreement for September.

1. If the K students previously participated in the USDA Kindergarten Milk Program, this must be discontinued because these students now have access to the school meals programs.
2. The enrollment of the kindergarten students must be added to the total enrollment for the school meals programs to prevent a problem with over claiming when the monthly claim for reimbursement is submitted.

► **September 18, 2012: MyPlate for Signage**

With the new requirement for signage identifying a reimbursable meal at or near of the beginning of the lunch line, you may want to consider using the familiar *MyPlate* graphics to educate your students about the content of the meals you offer.

Attached is a style guide outlining the proper use of the [MyPlate graphics](#). You can also visit www.MyPlate.gov to obtain copies of the graphics and many other valuable resources.



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► **September 25, 2012: End Hunger Connecticut! Releases 2012 School Breakfast Report Card**

Only 61.5% of Connecticut schools that participate in the National School Lunch Program offer a school breakfast program. Breakfast is the most important meal of the day. For children and adults alike, it provides the necessary nutrition and energy to tackle the day's challenges – be they at the workplace or in the classroom. Unfortunately, many of Connecticut's children are facing an intense morning of learning on an empty stomach. A national survey, *Hunger in the Classroom*, conducted by Share Our Strength, reveals three out of five teachers have children in their classrooms that regularly come to school hungry.

Despite the fact that 35 more Connecticut schools began offering a school breakfast program in 2011, as reported in *End Hunger Connecticut!'s 2012 School Breakfast Report Card*, Connecticut still falls nearly 27% behind the national average for the number of schools offering the School Breakfast Program (SBP). School Districts with the highest school breakfast participation within their District Reference Group (DRG) include Bridgeport, Hampton, Norwich, Old Saybrook, Pomfret, Putnam, Sterling and West Hartford.

Visit www.endhungerct.org to read the full report. Contact Jackie Schipke at the Connecticut State Department of Education for more information about how to start breakfast in your school! (jackie.schipke@ct.gov, 860-807-2123)



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Tuesday Tidbits

October 2012

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► **October 2, 2012: Deli Meat**

Do you serve deli sandwiches in your school lunch program? Luncheon meats, cold cuts, hot dogs, knockwurst and Vienna sausage must be all meat with no meat byproducts, “variety” meats, cereals, binders or extenders. Product labels must be reviewed to ensure that only all-meat products are served. If the deli meat meets these criteria, it can be served in the school meals programs. Consult the [Food Buying Guide](#) for specific information.

► **October 9, 2012: Fresh Fruit & Vegetable Bar Guide**

Attached is a wonderful guide from the Iowa Department of Education, Bureau of Nutrition and Health Services outlining steps to take to start a fruit & vegetable bar in your school (<http://healthymeals.nal.usda.gov/hsmrs/Iowa/FFVBarGuide.pdf>).

► **October 16, 2012: What Is An Allowable Substitute For Milk In A School Meal?**

Recently our office has received several inquiries regarding substitutions for milk in school meals programs. We want to remind you that for children without disabilities, the USDA requires that nondairy beverages offered as fluid milk substitutes must be nutritionally equivalent to fluid milk and provide specific levels of calcium, protein, vitamins A and D, magnesium, phosphorus, potassium, riboflavin and vitamin B12.

Juice and water can NEVER be offered as a milk replacement for students without disabilities. (See [Operational Memorandum #3-09: Final Rule on Fluid Milk Substitutions](#), dated November 14, 2008.)

Schools have the option of providing nondairy beverages for children without disabilities who cannot consume fluid milk due to medical or other special dietary needs. These substitutions are at the expense of the school food service program. If served, nondairy beverages must be nutritionally equivalent to cow’s milk and meet the USDA nutrition standards for fluid milk substitutes below. Many schools in Connecticut offer lactose-free milk to students without disabilities who cannot drink regular milk.

For more information on milk substitutions, see [Allowable Milk Substitutions](#). For more information on dietary substitutions, refer to the [Accommodating Special Dietary Needs in School Nutrition Programs](#) manual and the [CSDE Web page on Special Diets](#).

USDA NUTRITION STANDARDS FOR MILK SUBSTITUTES		
Nutrients per Cup (8 fluid ounces)		
Calcium: 276 milligrams (mg)	Vitamin D: 100 IU	Potassium: 349 mg
Protein: 8 grams (g)	Magnesium: 24 mg	Riboflavin: .44 mg
Vitamin A: 500 international units (IU)	Phosphorus: 222 mg	Vitamin B ₁₂ : 1.1 micrograms (mcg)

A) Child



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► **October 23, 2012: Starchy Vegetables**

As you know, the new meal pattern for the National School Lunch Program contains vegetable subgroup requirements under the vegetable component. While the meal pattern includes maximums for meat/meat alternates and grains, there are NO maximums for fruits, vegetables or milk. This includes starchy vegetables.

Although there are no maximums on starchy vegetables, or any other vegetable, fruit or milk, the menu planner must still assure that the meal does not exceed the required calorie limits for each grade group.

► **October 30, 2012: Farm To School Counts Pledge**

Let's show America how much Farm to School activity takes place in Connecticut in a single month! If you're involved in a Farm to School program, fill out the following [form](#) on the National Farm to School Network Web site to pledge the estimated dollar value of local foods you plan to serve or the number of children who will participate in a Farm to School-related educational activity during National Farm to School Month, October 1-31, 2012.

If you enter a pledge, you will receive an e-mail on November 1 asking you to return to www.farmtoschoolmonth.org to record the actual dollar value of local foods served and/or the number of students who participated in educational activities held during October 2012. Everyone who completes the follow-up reporting in either category by November 7, 2012 will be entered into a drawing to win a cash prize for their school or organization.

The total amounts of local foods served and student activities will be announced on November 15. The winner of the drawing will also be announced at that time.



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November 2012

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► **November 6, 2012: School Breakfast Navigator Wanted**

End Hunger CT! is hiring a School Breakfast Navigator to help support and accelerate the efforts of CT No Kid Hungry Campaign and the CT Breakfast Expansion Team to increase the number of schools and students participating in the federal School Breakfast Program.

[Job Description](#)

Please direct all position related questions to the CT No Kid Hungry Campaign Manager, Shannon Robins, at srobins@endhungerct.org

► **November 13, 2012: Graham Crackers**

Did you realize that under the grains guidance for the new Meal Pattern for the National School Lunch Program that graham crackers are considered a “grain-based dessert” and as such no more than 2 ounce equivalents (or 2 servings using the “Serving Sizes for Grains in School Nutrition Programs” that may be used in crediting grains SY 12-13 only) may be planned each week?

See the [Whole Grain-Rich Ounce Equivalents Requirements for School Nutrition Programs](#) or the [Serving Sizes for Grains in School Nutrition Programs](#), which may still be used for school year 2012-13 only.

► **November 20, 2012: F2S (aka: Farm to School) + New Meal Pattern**

When: Thursday, November 29, 2012, 1:00 EST

RSVP for dial in instructions to: Laura Brown via lbrown@fns.usda.gov

Now that schools are back in session and working their way through new meal pattern implementation, USDA is hosting a webinar to focus on inclusion of local and regional products in the new meal pattern. Early feedback from the field suggests there is a broad continuum regarding how school districts are responding to the new regulations. As it relates to adoption of “farm to school” approaches, some schools see plenty of opportunity to buy local and others feel more constrained with regard to options for buying local. In addition to USDA Farm to School personnel, FNS Child Nutrition Program staff will also be on hand to answer any questions you might have about the new meal pattern in general and local and regional products in specific.

Here’s how you can help make sure it is a productive webinar: **Please send any questions and/or feedback in advance so that we can prepare the proper resources and recruit the proper experts.** What are you hearing in your communities or from your constituents? USDA would like to hear about both positive and negative perspectives, as well as specific questions people have.

Please direct all questions and feedback to Laura Brown via email at lbrown@fns.usda.gov.



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► **November 27, 2012: Six Cents Certification Reminder**

All National School Lunch Program (NSLP) Sponsors are required to follow the New NSLP Meal Pattern. Sponsors can receive an additional six cents per meal once they certify compliance with the new meal pattern. Even though sponsors are required to follow the meal pattern, **there is no deadline for six-cents certification.** Sponsors may submit the certification documentation at any point in the school year.

Documentation must reflect current meal service, which means meals served in the calendar month the certification materials are submitted, or meals served in the month preceding the calendar month of submission. Once all documents are submitted, the State Agency has 60 days to certify the menus. For example, if menus for the week of March 15-19, 2013 are submitted in April and certified in May 2013, the State Agency must retroactively reimburse the 6 cents for all lunches served on or after March 1, 2013.

It is important to note that those sponsors who do not certify by the end of the 2012-13 school year will automatically receive an administrative review from the State Agency in school year 2013-14.

For detailed instructions and certification tools, visit the [CSDE Web page for Six Cents Certification](#). **Contact your assigned county consultant with any questions.**



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Tuesday Tidbits

December 2012

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► December 4, 2012: School Breakfast Challenge

HAVE YOU BEEN BUILDING YOUR BREAKFAST PARTICIPATION THIS YEAR? Remember, Governor Malloy, in partnership with the CT No Kid Hungry Campaign, has issued the *Connecticut School Breakfast Challenge*. By increasing the participation in your breakfast program, or by starting a successful breakfast program, you could win statewide recognition for your program AND money for your schools. All Connecticut schools are automatically entered into this challenge.

Schools are also invited to participate in the *USDA Foods School Breakfast Challenge*, which will award a monetary prize to the school that demonstrates the most innovative use of USDA Foods in their School Breakfast Program. Nominate yourself, or one of your high performing colleagues!

Both challenges conclude at the end of February 2013, so you still have time to meet the challenge and WIN! For more information, visit www.ctschoolbreakfast.org or contact Jackie Schipke at jackie.schipke@ct.gov.

► December 11, 2012: Farm to School Fact Sheet

The National Farm to School Network has developed a new fact sheet, *Farm to School: A Tool for Success with New Nutrition Standards*. The fact sheet may be accessed via the following link:
http://www.farmtoschool.org/files/publications_493.pdf

► December 18, 2012: The GREAT Importance of Production Records

Production records have always been required in the National School Lunch and School Breakfast Programs. However, they are **more important than ever** with the changes to the meal patterns that specify minimums, maximums and vegetable subgroups. COMPLETE and ACCURATE production records are essential to document that reimbursable meals are served in your schools.

These very important records are used to validate compliance with the meal pattern requirements. Production records must show how the offered meals contribute to the required food components and food quantities for each age/grade group every day. They must include the serving sizes, specific vegetables and amounts prepared and served of each menu component. For those schools that certify for the additional 6-cents, production records will be a very important part of the Validation Review.

For more information on production records, see the CSDE's [Production Records](#) Web page.



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Tuesday Tidbits

January 2013

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► January 1, 2013: HEALTH INSPECTIONS REQUIRED

USDA regulations require each site participating in the National School Lunch or School Breakfast Program to receive at least two health inspections each *school* year. If you have not received the first inspection by **December 31, 2012**, you should write to your local health department to remind them of this requirement. While the CSDE recognizes that there may be difficulty in obtaining the two food safety inspections, we would like to stress that you are responsible for requesting such inspections and documenting such efforts. When two health inspections are not conducted, each sponsor is responsible for requesting the inspections and documenting these efforts. Retain a copy of the letter sent to the health department to document your attempt to comply with this regulation. A sample letter requesting a health inspection is attached to this e-mail.

► January 8, 2013: MENUS THAT MOVE

Is the new meal pattern challenging your menu planning? Do you still need to complete the 6 cents certification process but are hesitant to begin? Then check out [Menus that Move](#). *Menus that Move* is a set of seasonal cycle menus developed by the Ohio Department of Education to help schools serve tasty meals that fit within the U.S. Department of Agriculture's (USDA) new meal guidelines. Each seasonal cycle menu contains five weekly menus that have been entered into the USDA Menu Certification Worksheet and meet both the required meal components and nutrient standards that have been entered into USDA-approved software.

► January 8, 2013: SIMPLE SCRATCH REVIPES



Simple scratch recipes have been tested in Minnesota cafeterias for student acceptability, cost and ease of preparation. From Turkey Sloppy Joes to a Spring Salad Mix, any school can add variety, good nutrition and great taste by adding one or more of these recipes. All recipes provide the meal pattern contribution for each recipe, including vegetable subgroups.

Find the cookbook here:

<http://www.health.state.mn.us/schools/greattrays/pdfs/NowCooking.pdf>

[Healthy School Meals for Minnesota Kids](#)



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► **January 15, 2013: FOOD DONATION**

Los Angeles Unified School District has a formal food donation program in operation in all of its schools. If you are being asked about how to proceed with this type of program, you may want to check out their Web site, which has a lot of information about their program and the logistics of keeping donated food safe.

http://cafe-la.lausd.net/food_donation_program

[Operational Memorandum #14-12: Guidance on Food Donation Program in Child Nutrition Programs](#)

► **January 22, 2013: DON'T FORGET ABOUT THE...CONNECTICUT SCHOOL BREAKFAST CHALLENGES!**

Now is the time to put some focus on breakfast since time is running out on the *Connecticut School Breakfast Challenge* and the *USDA Foods School Breakfast Innovation Challenge*! Both challenges conclude at the end of February 2013, so you still have time to meet the challenge and WIN! Winners will announced at the second *CT School Breakfast Summit* planned for April 2013.

To help you build up your breakfast participation, The New England Dairy & Food Council has developed a promotion, [Fuel Up with School Breakfast](#), which creates a fun way to increase participation and provide students with the nutrition they need to be physically active and successful in school.

To get more information on the challenges visit www.ctschoolbreakfast.org.

► **January 29, 2013: CONNECTICUT SCHOOL GARDEN RESOURCE CENTER** at Common Ground

Common Ground is excited to team up with Green Village Initiative to launch the [Connecticut School Garden Resource Center](#). See the attached page for more information.



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Date:

To: _____ (*Name of Local Health Department Director*)

The purpose of this letter is to request that a food safety health inspection be conducted at the school(s) listed below. As you know, section 111 of the Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265) amended section 9(h) of the Richard B. Russell National School Lunch Act requires that at least two food safety inspections be conducted at each school participating in the National School Lunch or School Breakfast Programs.

As of the date of this letter, _____ (*Name of School(s)*) located at _____ (*Address*) has not received the required two food safety inspections. Therefore, we respectfully request that your office conduct such inspection at your convenience, but no later than _____ (*Last Serving Day*).

Thank you for your consideration of this request. If you have any questions, please contact me at _____ (*Telephone Number*) or via electronic mail at _____ (*Email Address*).

Sincerely,

Name
Position

Connecticut School Garden Resource Center

At Common Ground



Common Ground is excited to team up with Green Village Initiative to launch the Connecticut School Garden Resource Center.

Why are school gardens important?

School garden programs offer students place-based experiences that deeply impact their understanding of food, health, nature and community. Successful garden programs can improve test scores, fight childhood obesity, promote physical activity, expose kids to healthy foods, change eating habits and provide positive connections to nature. In order to be successful, a school garden program must have sustained support from the school community, become an integral part of the curriculum, and be a source of relevant learning experiences for all students.



What Will the SGRC Provide?

The SGRC has received funding that will allow us to help create and support school garden programs in Connecticut. Many services offered by the SGRC, such as soil, compost, seeds and seedlings, labor and school field trips will be subsidized or paid for in full by current grant funding. Other services will be offered at a reasonable cost. In order to help build, maintain and sustain thriving school garden programs we will:



- 🌱 Work closely with teachers, parents and administrators to develop a garden plan that is suitable to the needs of the specific school community
- 🌱 Support the rehabilitation of existing school gardens
- 🌱 Assist schools in implementing school garden programs that serve as effective extensions of the classroom and enhance the academic experience of students while also connecting schools to community resources necessary for long-term viability
- 🌱 Train leaders from within school staff who will complete our Garden Coordinator program, a year-long stipended intensive training program.
- 🌱 Provide support in the development of curricula and lesson plans that utilize the garden and work directly with teachers to deliver garden based lessons to their classes
- 🌱 Provide farm-based field trips that correlate to the garden curriculum
- 🌱 Host Professional Development school garden workshops and networking events
- 🌱 Create a statewide network of those committed to building and sustaining edible school gardens and provide venues to connect and share successes and challenges



For more information or to get involved contact Jill Keating Herbst at 203-389-4333
ext1-212 or jherbst@commongroundct.org



Tuesday Tidbits

February 2013

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► February 5, 2013: Food Safety and Salad Bars

Do you have salad bars in your schools? If so, salad bars represent one way to offer fresh produce to students. Below is a list of resources related to food safety and salad bars. Note that local and state agencies may have stricter food safety policies related to salad bars used in the Child Nutrition Programs. It is best to contact your local health department for more information.

- [Handling Fresh Produce on Salad Bars](#)
Document developed for USDA's Produce Safety University and offers guidance on salad bar set-up, temperature control and clean up.
- [Best Practices: Handling Fresh Produce in Schools](#)
USDA's Food and Nutrition Service created a fact sheet describing best practices for handling all types of produce and steps to minimize contamination.
- [Fruits and Vegetables Galore](#)
This Food and Nutrition Service document discusses several aspects of buying fresh produce, including how to safely store and use fresh fruits and vegetables.
- [Produce/Salad Area- Educational Poster](#)
This poster, created by National Food Service Management Institute, provides a visual reminder of how to keep salad areas clean.
- The National Food Service Management Institute provides a number of standard operating procedures related to food safety practices for salad bars. They include:
 - [Preventing Contamination in Food Bars](#)
 - [Holding Hot and Cold Potentially Hazardous Foods](#)
 - [Washing Fruits and Vegetables](#)
 - [Using Suitable Utensils When Handling Ready-to-Eat Foods](#)



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► February 12, 2013: School Garden Resources

- Are you thinking about starting a school garden in the spring? If so, you will want to check some excellent resources that the USDA has put together for sponsors who participate in Farm to School activities (e.g. school gardens.) Below is a list of resources related to food safety in school gardens:
 - [Food Safety Tips for School Gardens](#)
This document was one of the training materials developed for USDA's Produce Safety University. It offers guidance on site selection, composting and serving garden produce in the school meals program.
 - [Food Safety in the School Garden](#)
University of Maryland's College of Agriculture and Natural Resources provides information on food safety in the school garden.
 - [Urban Agriculture and Improving Local, Sustainable Food Systems](#)
U.S. Environmental Protection Agency's Urban Agriculture & Improving, Local Sustainable Food Systems website has a number of resources related to community gardens that could apply to school gardens.
 - [Safety in the Garden](#)
The California Department of Education provides information on soil preparation, water, building materials and harmful plants.
 - [Five Steps to Food Safe School Gardening](#)
The University of Connecticut's College of Agriculture and Natural Resources provides guidance for reducing the level microorganisms through good gardening and harvesting practices in a school garden.

► February 26, 2013: Meal Identification Tools

Iowa Team Nutrition developed a reimbursable meal identification kit to assist students in selecting their meal choices. This will also reduce unintentional purchase of food items not included in the reimbursable meal. The kit was designed to help identify foods that are part of the reimbursable meal at the near or beginning of the serving line, allowing schools to be in compliance of the Identification of Reimbursable Meals regulation that is part of the Healthy, Hunger-Free Kids Act.

- [Kit Overview \(PDF | 670 KB\)](#)
- [Build a Healthy Lunch Poster \(PDF | 2.64 MB\)](#)
- [Today's Menu Poster \(PDF | 1.89 MB\)](#)
- [Mini Tray Sign \(JPG | 52.8 KB\)](#)
- [Colored Tray \(JPG | 33.3 KB\)](#)
- [Menu Blank Sheet \(DOC | 2.98 MB\)](#)
- [Menu Blank Sheet in Color \(DOC | 25 KB\)](#)
- Component Graphics
 - [Fruits \(JPG | 5.83 KB\)](#)
 - [Vegetables \(JPG | 8.03 KB\)](#)
 - [Meat/Meat Alternates \(JPG | 7.33 KB\)](#)
 - [Grains \(JPG | 4.82 KB\)](#)
 - [Fluid Milk \(JPG | 6.18 KB\)](#)



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Tuesday Tidbits

March 2013

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► **March 5, 2013: Requirements for Lunch Periods**

► Did you realize that lunch may only be served during specific hours of the school day? As a reminder:

- State Law requires the provision of a daily lunch period for all students
- Schools participating in the National School Lunch Program must offer lunches between 10:00 a.m. and 2:00 p.m. as required by federal law, unless a waiver has been requested from the Connecticut State Department of Education (CSDE). Letters must be submitted by July 1 of each school year.

Refer to CSDE Circular Letter C-9 (2007-2008) *Federal and State Requirements for Provision and Timeframe of Daily Lunch Period for Students* located at: <http://www.sde.ct.gov/sde/lib/sde/pdf/circ/circ07-08/C9.pdf>

► **March 19, 2013: New Recipes**

Looking for some new recipes to add interest to your lunch menu? The Idaho Department of Education has some great recipes that fit into the new meal pattern that you may want to try in your schools. Now may be a great time to try something new with your students, and perhaps add it to your regular menu cycle next year!

Chef Designed School Lunch: Ten school meals designed by a Chef and Dietitian that appeal to students and utilize a wide variety of USDA Foods.

Chef Tuesdays – Chef Designed School Lunch: Fifteen Chef Designed recipes for school lunch featuring the following USDA Foods: Black Beans, Whole Grain Pasta, Pollock, Canned Cherries, and Frozen Broccoli. Keep checking back as new recipes will be added each Tuesday thru May 2013!



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► **March 26, 2013: Baby Carrots**

QUESTION: How can you be sure the individual bag of baby carrots you offer provides a ½-cup serving?

ANSWER: Use the [Food Buying Guide for Child Nutrition Programs](#).

Following the link to the *Food Buying Guide* above,

1. Click on *Vegetables by Subgroup, Red/Orange*
2. Scroll down to the top of page 2 in this section to find the following:

Section 2 - Vegetables – Red/Orange Subgroup					
1. Food As Purchased, AP	2. Purchase Unit	3. Servings Per Purchase Unit, EP	4. Serving Size per Meal Contribution	5. Purchase Units for 100 Servings	6. Additional Information
CARROTS (continued)					
Carrots, fresh Sliced Peeled Ready-to-use	Pound	12.60	1/4 cup raw vegetable slices (5/16-inch slices)	8.0	1 lb AP = 1 lb (about 3-1/8 cups) ready-to-serve or- cook carrot
Carrots, fresh Sticks, Ready-to-use (1/2-inch by 4-inch)	Pound	15.40	1/4 cup raw vegetable (about 3 sticks)	6.5	1 lb AP = 1lb (about 3-3/4 cups) carrot sticks
Carrots, fresh Baby Ready-to-use	Pound	12.90	1/4 cup raw vegetable	7.8	1 lb AP= 1 lb (about 3-1/8 cups) ready-to-serve raw carrots
	Pound	11.40	1/4 cup cooked, drained vegetable	8.8	1 lb AP= 0.97 lb (about 2-3/4 cups) cooked carrots
Carrots, canned	No. 10 can	34.30	1/4 cup heated, drained	3.0	1 No. 10 can = about

3. Find “**Carrots, fresh Baby Ready-to-use.**” This is the third item down in Column 1.
4. Do the math as follows:
 - a. In column 2, you see that the Purchase Unit is a *pound*
 - b. Column 3 states how many servings per pound, in this case *12.90* servings
 - c. Column 4 states the serving size is *¼-cup raw vegetable*
 - d. If you plan to serve a ½-cup of carrots, there are half as many ½-cup servings in a pound of carrots vs. ¼-cup servings. 12.90 divided by 2 equals 6.45. This means you would get 6.45 ½-cup servings from a pound of baby carrots.
 - e. To determine how much an individual bag of baby carrots must weigh to provide a ½-cup serving, divide 1 pound (16 ounces) by 6.45 (the number of ½-cup servings in a pound of baby carrots). 16 divided by 6.45 equals 2.48.

Therefore, an individual bag of baby carrots would have to weigh at least 2.48 ounces to provide a ½-cup serving in the school meals program.



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Tuesday Tidbits

April 2013

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► April 2, 2013: Summer Feeding

Spring has arrived...and SUMMER FEEDING is just a few months away!

If you have families inquiring about feeding their children during the summer months when school is out, direct them to www.ctsummerfood.org where they can find a list of summer feeding sites throughout the State of Connecticut. For any questions about the Summer Foodservice Program in Connecticut, contact Fionnuala Brown at 860-807-2129 or at fionnuala.brown@ct.gov.



► April 9, 2013: Identifying Whole Grain-Rich Foods

Next year, SY 2013-14, half of the grains served at lunch and breakfast must be 100 percent whole grain or whole grain-rich (WGR). WGR foods contain at least 50 percent whole grains and any other grains must be enriched. How can you tell if a product is WGR? It must meet **at least one** of the three criteria below.

1. A whole grain must be the **first ingredient** on the product ingredient list. If the first ingredient of a grain product is water and the second ingredient is a whole grain, the product meets the WGR criteria.
2. The product includes the Food and Drug Administration's (FDA) **whole grain health claim** on the package. The FDA allows two health claims for whole-grain foods.
 - Low-fat claim: "Diets rich in whole grain foods and other plant foods and low in total fat, saturated fat and cholesterol, may help reduce the risk of heart disease and certain cancers."
 - Moderate-fat claim: "Diets rich in whole grain foods and other plant foods, and low in saturated fat and cholesterol, may help reduce the risk of heart disease."
3. Grain products in groups A-G of *Whole Grain-Rich Ounce Equivalents Requirements for School Nutrition Programs* must contain **at least 8 grams of whole grains** per ounce equivalent (oz eq). A product's whole grain content may be determined from information provided on the product packaging or by a product formulation statement supplied by the manufacturer.



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Tuesday Tidbits

► April 16, 2013: Do Not Miss This Great Training Opportunity!

School Nutrition Programs have been asking for quality training every year, and this year you have an opportunity for you and your staff to participate in the newly developed *interactive* workshop being offered in your corner of the State: ***Smarter Lunchrooms, Healthier Kids: Implementing the Dietary Guidelines in School Meals.***

The reviews from the first training were **SUPER!** Positive comments all around!

- “I especially enjoyed the ability to interact with people around me and with the presenters.”
- “You ladies were awesome! Supportive, pleasant and enthusiastic.”
- “Very well presented!”

A friendly reminder that you can choose from 12 workshop dates at various locations throughout the state from April 30 through June 5. A flier with more information is attached. Please share this information with your staff.

Don't miss this great training opportunity at a very low cost! Don't allow this training to be cancelled due to lack of participants! Register today!

► April 23, 2013: Serving Up MyPlate: Graphics For School Menus

Jazz up your elementary school menus and encourage healthy choices with these graphics from Team Nutrition. Visit the Team Nutrition Graphics Library at <http://teamnnutrition.usda.gov/graphics.html>.



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Tuesday Tidbits

► **April 30, 2013: Timely Submission of Claims**

Don't Forget! Every year, the Connecticut State Department of Education issues a memorandum outlining the schedule for submitting monthly online claims. This is usually the first memorandum of the fiscal year beginning in October. The [Schedule for Submission of Claims for 2012-13](#) is on the Child Nutrition Web site and sponsors should print it off and mark the important dates on the calendar to ensure that claims are submitted in a timely manner. In addition, it is the responsibility of each sponsor to check the online system regularly to see if it is unlocked. While the Child Nutrition Program office does send out a reminder e-mail, sometimes districts do not receive it. Therefore, it is a good practice to mark your calendar starting **on the fifth of each month** to check if the online system is locked or unlocked as shown in the example below.



Connecticut State Department of Education

Last Updated April 16, 2013

Welcome to the Connecticut Child Nutrition Programs' Online System.

The online claiming system is **LOCKED**.

Questions? Contact the Help Desk (8:30-4:30 pm) at 1-888-418-8778 or helpdesk@ccglink.com. **Note:** All changes to school information must be made on the sponsor's online agreement and approved by the CSDE. **Unapproved agreements will impact claim processing.** Find your CSDE contact at www.ct.gov/sde/nutrition, click on School Child Nutrition Programs and scroll to the bottom of the page.

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Tuesday Tidbits

May 2013

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► **May 7, 2013: Creative Vegetable Names**

Do you have a smart lunchroom? Did you know that a recent study found that elementary students ate twice the percentage of their carrots if attractively named as “X-ray Vision Carrots,” than if un-named or generically named as the “Food of the Day?” In addition, these students were 16 percent more likely to choose more hot vegetable dishes when they were given fun or attractive names.

These studies, by the [Smarter Lunchrooms](#) initiative demonstrate that using an attractive name to describe a healthy food in a cafeteria is robustly effective, persistent and scalable with little or no money or experience AND shows that the impact of attractive names lasts!

Over the course of two months, the selection of hot vegetable side dishes went up 99% in the treatment school while declining 16% in the control school. Most importantly, this study shows that an attractive name intervention is doable for little or no cost. The instructions and guidance for this study were developed with the intent that any cafeteria worker or high school student volunteer could implement the changes! So start serving up some “Broccoli Tree Tops” and “Fire Engine Red Tomatoes” today!

► **May 14, 2013: Pricing of Adult Meals**

The express purpose of the USDA Child Nutrition Programs is to safeguard the health and well-being of the Nation’s children. Meals served to adults are not eligible for Federal cash reimbursement, nor do they earn donated food assistance for the School Food Authority (SFA). The charge for an adult meal should be at least the amount of reimbursement received for a “free” lunch and the per-meal rate of USDA Foods. For this school year (2012-13), the adult lunch meal price should be at least \$3.15 (\$2.86 free reimbursement rate; plus \$0.23 USDA Food per-meal entitlement; plus \$0.06 certification).

FNS Instruction: *Pricing of Adult Meals in the National School Lunch and School Breakfast Programs*

http://www.eed.state.ak.us/tls/cnp/pdf/782-5_pricing_adult_meals_school_lunch_breakfast_programs.pdf



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Tuesday Tidbits

► **May 21, 2013: Summer Meals**

Childhood food insecurity remains at unacceptable levels across the country and children are most acutely at risk in the summer when they do not have access to school meals. There were over 500 sites in the summer of 2012 across Connecticut offering free meals to children under the age of 18, yet only one out of four children who qualify for free or reduced meals are being reached.

Schools communicate regularly and effectively with the families of children in your community. You can help reach out and connect these families with summer meals before the school year ends and continue to make a difference in the lives of your students even after the school year ends.

Please include the information below on June's Menu or on your Web site (attached are the Web button codes).



► **May 28, 2013: REMINDER: Deadline for 2013-14 Healthy Food Certification Statement is July 1, 2013**

All **public school districts** participating in the National School Lunch Program must submit the Healthy Food Certification (HFC) Statement (Addendum to Agreement for Child Nutrition Programs, ED-099) to the Connecticut State Department of Education (CSDE) by **July 1, 2013**. The HFC Statement requires approval by the local board of education or governing authority. Districts that do not certify on or before the July 1 deadline are ineligible to implement healthy food certification for the 2013-14 school year.

Information on submitting the annual HFC Statement is available on the CSDE's [Application Forms for Healthy Food Certification](#) Web page. For more information, contact Susan Fiore at 860-807-2075 or susan.fiore@ct.gov.



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Image 100 pixels high

Image 150 pixels high

Contact:
Shannon Robins, Connecticut No Kid Hungry Campaign
(860) 560-2100 Ext. 309
srobins@endhungerct.org

Tuesday Tidbits

June 2013

Simple suggestions, reminders, resources and advice to help you run a successful school nutrition program.

► **June 4, 2013: Preparing your School Kitchens for Summer**

The school year will be over soon and many kitchens will be put to rest for the summer months. Follow the link below to the Kansas State Department of Education Web site for a useful “Preparing for Summer” checklist. The checklist includes tasks to be completed in each school kitchen, as well as management suggestions.

http://www.kn-eat.org/SNP/SNP_Docs/SNP_Whats_New/Preparing_for_Summer_Checklist_2013_V2.pdf

► **June 11, 2013: Crediting Grains in School Year 2013-14**

For school year 2013-14, at least half of the grains offered in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) must be whole grain-rich. Effective July 1, 2014, all grains offered at both lunch and breakfast must be whole grain-rich. Whole grain-rich products contain at least 50 percent whole grains and any other grain ingredients are enriched.

All grains in the NSLP and SBP must also meet the serving size requirements in the USDA ounce equivalents chart, *Whole Grain-Rich Ounce Equivalents Requirements for School Nutrition Programs*. Menu Planners **MUST** use the *Whole Grain-Rich (WGR) Ounce Equivalents (Oz Eq) Requirements for School Nutrition Programs* for menu planning beginning in SY 2013-14 when calculating the grains component

► **June 18, 2013: Contacts with Farmers**

May National School Lunch Program sponsors enter into contracts with farmers to grow a crop?

Schools must follow USDA procurement principles and regulations, which means that they must use a bid process and ensure that there is open competition. There are two types of bids: informal and formal. Informal bids occur when the bid is under \$150,000. Each type of bid requires that certain steps be followed. In addition, there may be local laws that must be followed and school food service programs must check with their board of education to find out what the local procurement practices are for their district.

For more information on proper procurement go to the *National Food Service Management Institute* Web site (<http://www.nfsmi.org/Templates/TemplateDefault.aspx?q=cEIEPTIzOA>) and click on the following *free* online courses:

- USDA State Agency Guidance to Procurement Topic 1
- USDA State Agency Guidance to Procurement Topic 2

Note that though the courses above indicate “USDA State Agency,” they are open to everyone.



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Tuesday Tidbits

► June 25, 2013: Authorized Signers – *Remember to Report Changes to CSDE*

The Connecticut State Department of Education (CSDE) must have current documentation on file for the authorized signers for each sponsor. Many changes occur over the summer Do not forget to submit a new Authorized Signature Change Form when you have new administrators.

An authorized signer is the person in each local education agency (LEA) or residential child care institution (RCCI) that is authorized to:

1. sign the ED-099 Agreement for the Child Nutrition Programs (CNPs). (The ED-099 is the formal written agreement between a LEA or RCCI and the Connecticut State Department of Education (CSDE) to operate one or more of the USDA CNPs);
2. review and submit the monthly online CNP claims for reimbursement; and
3. sign off on other state and federal forms requiring an official signature.

There are two authorized signers. Signer number 1 must have the title of Superintendent of Schools, Mayor, Selectman, President or Chairperson of the Board, Pastor or Commissioner. Signer number 2 may be used in the absence or incapacity of the first designated signer. The title of signer number 2 must be one of the following: Assistant Superintendent, Business Official, Principal, Headmaster, City or Town Manager, Executive Director or Deputy Commissioner.

It is expected that one or both of the authorized signers will change periodically. When this occurs, the LEA or RCCI must amend the permanent agreement with the CSDE, the ED-099. The [Authorized Signatures Change Form \(instructions\)](#) must be executed whenever one of the two authorized signers changes. Authorized signers on file with the CSDE may only submit claims for reimbursement. To avoid reimbursement delay, the LEA or RCCI must arrange for board action to sign and submit the Authorized Signatures Change Form.

The *Tuesday Tidbit* weekly message will be suspended for the month of July, but will return on August 6, 2013. Have a wonderful summer!



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