

# CNP Winter Review



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## CNP Update

- \* Our office is happy to announce that Melissa Waters is the proud new mother of a healthy baby boy, Lincoln Waters. While Melissa is on maternity leave, Kim Loveland will be filling in as interim assistant director.
- \* We have an excellent, supportive state staff stepping in to help schools by providing focus visits and answering questions. Our specialists are working hard to get 6 cent certifications approved as quickly as possible, and validation reviews will soon be underway.
- \* Presenters throughout the country will be flying into sunny St. George for Winter Conference. In conjunction with Winter Conference, our office will be hosting summer food training and individual 6 cent certification assistance. We encourage all School Food Authorities to attend and registration will be made available online.
- \* We appreciate everyone's efforts in working toward the new meal pattern, as well as training staff, students, and parents on reimbursable meal requirements.
- \* Please let our office know if you have any specific training needs, as we are in the process of planning spring and summer trainings.

## WINTER CONFERENCE 2013

Fueling the Future: Making School Lunch Out of This World!

January 29-31, 2013 in St. George, UT.

Pack those bags and take a break from the snow and cold. Come get revitalized and "fueled up" for the future as we network, share ideas, and learn!

Click [HERE](#) to register.

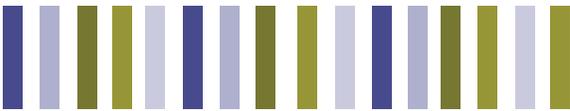
## New Specialist

Janalee Smith joined our team as a Child Nutrition Specialist in September. She graduated from Brigham Young University with a degree in dietetics and is excited to be part of the Child Nutrition Program. Janalee is married with two kids and loves spending time with her family. Her free time usually involves kids'-sports-related activities, sewing, and coming up with new ideas for her house and yard. She and her family love the outdoors, and their favorite places to go are Jackson Hole and Yellowstone.

## Don't Forget...

- ⇒ Trainings for **the Summer Food Service Program** and the **Seamless Summer Option** will take place at Winter Conference on **January 29 from 10:30-11:30 a.m.** (right before Winter Conference officially starts).
- ⇒ Are you an SFA with more than one site? Make sure you are completing all **site reviews before Feb. 1, 2013.**
- ⇒ If you don't use SIS, remember to pull your **Direct Certification** list. This is required three times per year—beginning of school, three months after and six months after.
- ⇒ Look for notifications soon about the After School Snack Program . "Area eligible" schools (>50% free/reduced) will be able to serve free snacks. But remember, you do not have to be "area eligible" to participate in the ASSP!
- ⇒ Be on the lookout—the Fresh Fruit and Vegetable Program will soon be sending out application information for the 2013-14 school year.
- ⇒ Keep up the great work we see all of you doing! Remember, the State Office is your resource. We are here to help you through the changes and challenges!

Cooking is at once child's play and adult joy. And cooking done with care is an act of love.  
—Craig Claiborne



## Evaluating for Food Service Fundamentals

This year everyone is busily making changes to their menus to meet the new meal pattern. With the new, very technical, and sometimes mathematical ways menus must now be planned, it is easier than ever to create a menu that meets the regulatory requirements but may not make much sense when it is translated into reality. Menu and overall food service evaluations are a crucial part of the menu planning process. They can help identify the gaps between an acceptable menu and a great menu that could boost participation. Sometimes just the act of having customers and staff fill out periodic evaluations can have a positive impact on their overall perceptions of the food program. Attached to this newsletter is a Food Service Fundamentals Evaluation and a Smarter Lunchrooms survey with some tips on effective line setup. If multiple staff members are conducting the evaluations at the same time, the process can be guided and facilitated by a lunch coordinator or kitchen manager. Keep in mind that self-evaluations for small schools can also be effective and result in positive changes.

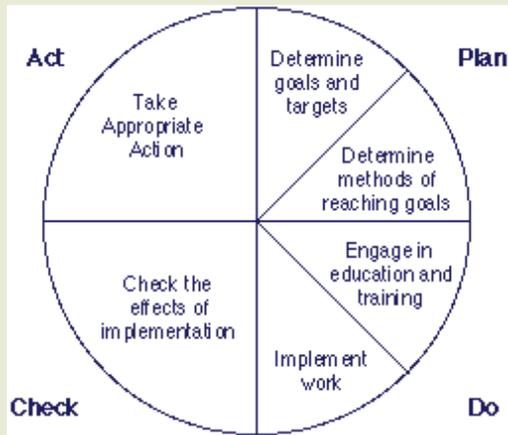


Chart taken from Ishikawa K., (Lu. D. J., trans.), 1985, *What Is Total Quality Control?*, Prentice-Hall Inc., Englewood Cliffs, NJ.

## Focus Visits: A Worry-Free Q&A Opportunity for Schools

Have you ever wanted to talk to your specialist face to face, without the concern of corrective action or the worry that something will need to be fixed *right now*? Well, this is the year for you! Instead of our usual reviews, the CNP specialists are available for focus visits—to come to your school so you can ask whatever you want. Do you want help filling out your certification worksheet? Are you new to creating menus and want to make sure you're on the right track? Maybe you need a little assistance on different aspects of the program, and would appreciate the undivided attention of your specialist. That is what focus visits are for. Our specialists are contacting the schools they feel would benefit from a focus visit, or schools can request one specifically. We want to provide our schools with whatever assistance they need to make the changes required this year. So, get your questions ready! A focus visit may be in your future.



## USDA Foods Update

 USDA redirected some of Utah's USDA Foods to the State of New York to assist in getting food to those affected by Hurricane Sandy. USDA will replace these products with like items.

Do you have inventory sitting at a processor? Excess USDA Foods at a processor may be transferred. Check your balances to make sure that you are utilizing your balances in a timely fashion.



## 2014 Annual Request Survey



The survey is due February 28, 2013. Look for new items such as frozen broccoli. Instructions are available on the resource page in CNPweb via the green puzzle piece.

## HUSSC Awards

Congratulations to these schools for receiving the HealthierUS School Challenge award! The bronze award has been given to:

Brookwood Elementary, Granite Elementary, Peruvian Park Elementary, Oakdale Elementary (Canyons School District); Ecker Hill Middle School (Park City School District); and Entheos Academy.

These schools put forth the extra effort to meet the criteria set for the school lunch menu, average daily participation, production records, and providing nutrition education and physical education in the classroom. Great job!

We still have spots open in January's workshop. If you have a school that is close to meeting the requirements, you can send a team from that school and they will make a plan to qualify. Email Charlene if you are interested at [charlene.allert@schools.utah.gov](mailto:charlene.allert@schools.utah.gov). Schools can apply with the new meal pattern materials online at <http://www.teamnutrition.usda.gov/healthierus/index.html>.



# 6 Cent Focus

## What to Submit to the State Office for Certification

### General

**Menu(s)** for breakfast and lunch.

**Attestation Statement.**

### Lunch

**Worksheet(s).** You must submit one worksheet for each distinct menu for each grade group. All the worksheets are available on the [6 cent page](#) of our website.

☞ We recommend calling your specialist **before** you begin filling out worksheets to ensure that you are using the correct ones, so you do not have to redo work!

### Nutrient Analysis OR Simplified Nutrient Assessment.

☞ Complete the **Simplified Nutrient Assessment** in each worksheet if you do not use USDA-approved nutrient analysis software.

☞ If you use USDA-approved nutrient analysis software (i.e. Nutrikids), submit nutrient analyses for each lunch worksheet. Each analysis must be in portion values; include the **combined** planned quantity for each item for all schools receiving that menu, calories and saturated fat.

### Breakfast

**Nutrient Standard menu planning**—Submit a nutrient analysis for each menu as described above.

**OLD Food-Based menu planning**—Submit the USDA breakfast worksheet.

**NEW breakfast meal pattern**—Submit the Utah breakfast worksheet and a nutrient analysis as described above.

## 6 Cent Validation Review Preparation

The State Office is required to conduct validation reviews for all large School Food Authorities and 25% of all small School Food Authorities certified this school year. The purpose of the review is to verify that menus are meeting the meal pattern requirements. If you are selected for a validation review, your assigned specialist will notify you and provide information to prepare for the review.

Breakfast (if offered) and lunch meal services will be observed and reviewed. A week of documentation for each menu submitted for certification will be reviewed including menus, production records, CN labels, manufacturer spec sheets, recipes, and nutritional data, including documentation showing calories, saturated fat, and zero grams of trans fat in food items.

Key points of the review: Daily minimum servings of each component are offered with each menu/serving line for each grade group, weekly minimum and maximums for meat/meat alternates and grain are met, documents verify the meal pattern is being met.

For specific questions regarding the validation review, call or e-mail your assigned specialist.

## 6 Cent Certified Schools

- |                                   |                              |
|-----------------------------------|------------------------------|
| ◆ Guadalupe                       | ◆ Logan School District      |
| ◆ Edith Bowen Lab School          | ◆ Wayne School District      |
| ◆ Provo School District           | ◆ Washington School District |
| ◆ Davis School District           | ◆ Juab School District       |
| ◆ Utah County Academy of Sciences | ◆ Morgan School District     |
| ◆ Salt Lake City School District  | ◆ Open Classroom             |
| ◆ Wasatch School District         | ◆ Millard School District    |
|                                   | ◆ Weber School district      |

## Common Mistakes Found in Certification Packets

1. Dates on the analysis are not the certification review week.
2. Items on the menu do not match what is on worksheet or what is in the analysis. We should be able to identify each item on all three documents (menu, worksheet and analysis).
3. Vegetable subgroup totals on individual day tabs do not equal the total on the "All Meals" tab.
4. "Largest Amount" box does not accurately reflect largest amount of a vegetable subgroup that is available by line.
5. Not completing vegetable amounts and/or not listing vegetables on individual day tabs.
6. Not declaring what "unspecified" is in available space on individual day tabs (must scroll down page to access).
7. Items such as pizza sauce are being credited on the "All Meals" tab but not being credited in subgroups list on individual day tabs.
8. Nutrient analysis is not in compliance with calorie and saturated fat requirements, or contains obvious data entry errors.
9. Analysis should be based on portion values and completed using aggregate numbers.
10. Fruits, vegetables and milk should not be included as sides in the "Simplified Nutrient Analysis." Also, calories for vegetables or fruits should not be included in the main dish—you've already included them on the worksheet.

Contact your specialist with questions!