

COMMUNITY NUTRITION TEAM

CACFP Today

A Newsletter from the Wisconsin Department of Public Instruction (DPI), Division for Finance and Management

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Summer 2020



NEW! E-Learning Courses

Are you or your staff in need of training on CACFP Requirements? Check out the applicable E-Learning

Course below that has replaced webcasts. These courses are great for all audience types and a fantastic way to train current or new staff, whether they need extensive training or a refresher on a specific topic. They are web-based and can be accessed anytime on a PC, laptop, tablet, and cellular phone.

Courses include several lessons on CACFP requirements and provide links to resources. Many of the lessons include an updated training video on the topic, along with some knowledge checks. Each lesson includes an estimated amount of time for how long it will take you. A Certificate of Completion can be filled out at the end of each lesson and will be emailed as proof of training.

The E-Learning Courses can be found on our [CACFP Training website](#).

E-learning for [Childcare Centers, Outside of School Hours Programs, Emergency Shelters, and Head Start Programs](#)

E-Learning for [At-Risk Afterschool Programs](#)

E-Learning for [Adult Day Care Component](#)

Find the Community Nutrition Team on social media:



This institution is an equal opportunity provider.

2020 CACFP Annual Training is Cancelled

The annual CACFP training for 2020 is cancelled due to COVID-19. Please visit the CACFP Training webpage for available online training on CACFP requirements or to revisit training materials from past DPI CACFP training and conferences. These trainings are available on our [CACFP Training webpage](#).



Active Early  Healthy Bites

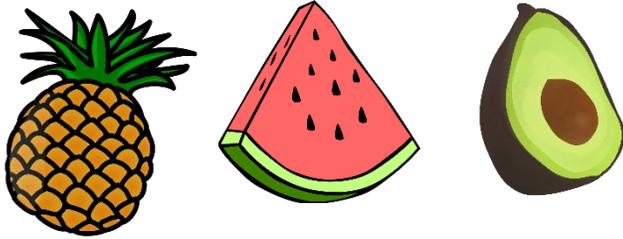
Staying Healthy in the Summer

Summer is a time of freedom for many students. It is a break from school, responsibilities, and rules. Children are often able to snack freely, leading to disruption in normal eating patterns, and may not be getting the regular exercise they were used to during the school year.

Data collected from kindergarteners and first graders found that body mass index can increase two to three times faster in summer months than during the school calendar year. This suggests that children really benefit from the structured nature of the school year, which includes scheduled meals, snacks, recess, and, in some cases, Physical Education.

Although it's easy to give into kids' pleas for the same old not-so-healthy, yet convenient foods, parents and caregivers should provide a variety of dishes that will help kids grow and develop. Happily, summer offers a great

opportunity to break away from the same old chicken nugget and mac-and-cheese routine. The season's bounty of fresh fruits and vegetables make for deliciously healthy dishes kids will love. Here are some tips:



- Fruit is extremely plentiful in the summer and smoothies are an amazing way to blend those nutrients into a cool treat!
- Pureed fruit can be frozen into homemade popsicles
- Any leftover fruit can be combined into a tasty fruit salad
- Speaking of salads, spinach and other dark leafy greens can be combined with fruit, other vegetables, and a light dressing to make a refreshing lunch or dinner!
- Guacamole is a fun treat to make at home. Simply combine avocado, tomato, onion, lime juice, and seasoning to taste to create a yummy dip containing healthy fats!

As for exercise, there's no reason for kids to be bored when there's a whole world of outdoor play waiting for them. Here are a few ideas, but see how many more you can add to this list!



- Classic outdoor games such as freeze-tag, red-rover, and even hide and seek! Add a fun factor by adding flashlights when it gets dark out!
- Scavenger Hunts. There are hundreds of ideas for at-home scavenger hunts online. Find one that best fits your children and get to hunting!
- Water games—sprinklers, hoses, splash parks, and even kiddie pools are perfect for helping kids cool off and be active at the same time!
- Explore the neighborhood—grab a bike, some skates, or just some sneakers and see what's happening in your area!



I Heard It Through the Grapevine....

Are you completing CACFP requirements in a certain way because:

- "I heard from someone else this is the way to do it,"
- "That is the way I was trained," or
- "We have always done it this way?"

The DPI Consultants have conducted thousands of reviews and have seen agencies steer off the path of completing CACFP requirements correctly because of one of the reasons above. Therefore, welcome to a new CACFP Today newsletter feature where the Community Nutrition Team will address incorrect or unnecessary processes agencies are following when administering the CACFP. Each newsletter addition will address one process and provide information on the correct way to complete the requirement.

I Heard it Through the Grapevine: "My agency claims two meals and a snack. Our staff records meal counts on the Meal Count Form (Three or Less Meals). I heard that in a classroom with multiple ages I must record meal counts by age. For example, in a classroom with 1 and 2 year olds, staff will record the number of 1 year olds then put a line and record the number of 2 year olds. This gets challenging in older classrooms when there are more children."

CACFP Requirement: Meal counts do not need to be recorded by age group. There is no difference in how much CACFP reimbursement an agency receives based on the age of the child. When completing meal counts on the Meal Count Form (Three or Less Meals):

1. Do a head count of all children who received a meal/snack that meets CACFP requirements;
2. Record the number in the correct meal/snack column for the correct day;
3. At end of month, total the numbers in each meal column and record at the bottom of form;
4. Total the numbers from each meal column on all forms (ex. all breakfasts, all lunches, etc.).

If you have any questions about how you are completing a CACFP requirement, contact your [Assigned Consultant](#).

CACFP Financial Reports

If you have *MORE THAN ONE* site participating in the CACFP, then you should have already submitted the first and second quarter CACFP Financial Reports for FFY2020.

The first quarter report was due on March 1, 2020, reporting income and costs for the food program for the period of October 1 – December 31, 2019. The second quarter report was due June 1, 2020, reporting income and costs for the food program for the period of January 1 – March 31, 2020. The third quarter report, which will report food program income and costs for the period of April 1 – June 30, 2020, is due September 1, 2020. Failure to submit the quarterly CACFP financial reports in a timely manner may affect future program participation.

If you only have *ONE* site participating in the CACFP, then please make a note that the annual CACFP Financial Report for FFY2020 (reporting period October 1, 2019 – September 30, 2020) will be due to our office on November 1, 2020. Only agencies with one site participating on the program (including for-profit and non-profit agencies) are required to submit this report annually.

The submission of the financial report must be done online. An outline of this process is available for both [Sponsoring Organizations](#) and for [Independent Centers](#). A written outline of the procedure can also be found under Guidance Memo #11.

Please direct any questions to [Cari Ann Muggenburg](#) at 608-264-9551.



COVID-19 Updates

Check out our [CACFP COVID-19](#) Information webpage designed to help agencies navigate COVID-19 information specific to CACFP participation.

Introducing....



My name is Meghan Anschutz and I am the newest Nutrition Program Consultant with the Community Nutrition Team. I completed my bachelor's degree in Human Nutrition and Dietetics from the University of Kentucky in 2017. Previously, I worked as a Health Educator at the University of Kentucky Clinic and most recently, I was the Director of Nutrition Services

for multiple school districts in southern Illinois. I am extremely excited to be continuing my nutrition work here in Wisconsin!

Cucumber Crunch!

Celebrate! Wisconsin's Cucumber Crunch on July 30, 2020

Wisconsin's growing season aligns well allowing sponsors to serve fresh, locally grown foods as part of their meal program.

Here are some great resources to either get you started or expand your Farm to Early Care and Education.



[Join the Cucumber Crunch this Summer!](#)

The Cucumber Crunch is a simple, celebratory event to promote Farm to Early Care and Education in Wisconsin. Join your staff and children as we CRUNCH into local cucumbers on Thursday, July 30th! All CACFP Sponsors, sites, schools and other organizations are invited to participate.

Water Availability



When children are thirsty, especially in this summer heat, water is the best beverage choice. The amount of water needed will vary among young children, and increase on hot days and with physical activity.

Remember, CACFP standards require providers to make water freely accessible throughout the day. This can mean allowing children to access water from a water fountain, by having clean pitchers of water and single-use cups available, or by having single-use cups available next to the kitchen sink whenever they are thirsty.



New Guidance

Listed below are recent policy memos issued by the United States Department of Agriculture (USDA) and a brief summary of each one. Access the [complete list of USDA policy memos](#) to download copies.

CACFP 04-2020: Updated Instructions for the Recovery and Reallocation of State Administrative Expense (SAE) Funds in Child Nutrition Programs

This memorandum provides information on changes to the SAE recovery and reallocation process in Fiscal Year (FY) 2020 and going forward.

[CACFP 05-2020: Fiscal Year \(FY\) 2020 Reallocation of State Administrative Expense \(SAE\) Funds in Child Nutrition Programs](#)

This memorandum provides the information needed to conduct the FY 2020 reallocation of SAE funds. Reallocation is a formal process by which state agencies can: (1) request additional SAE funds above their initial authorized funding level; or (2) return SAE funds they do not need.

[CACFP 06-2020: Questions and Answers related to the Child Nutrition Program Monitoring and Reporting Nationwide Waivers](#)

This memorandum provides clarification to nationwide waivers #7 through #12 available to all states, SFAs and sponsoring organizations providing monitoring flexibilities in child nutrition programs during the novel coronavirus (COVID-19) public health emergency. Find the nationwide waivers related on the [USDA FNS COVID-19 webpage](#).

[CACFP 09-2020: Child Nutrition Program Meal Service during Novel Coronavirus Outbreaks: Questions and Answers #4](#)

This memorandum includes questions and answers intended to provide clarification to state agencies and program operators on the operation of the child nutrition programs during the novel coronavirus (COVID-19) public health emergency.

[CACFP 10-2020: Reporting COVID-19 Public Health Emergency Data for Forms FNS-10, FNS-44, and FNS-418](#)

In an effort to begin collecting some of the basic data elements that will be included in the required reporting, the Food and Nutrition Service (FNS) is asking states to report a small number of additional data elements with their routine data reporting on the FNS-10, FNS-44, or FNS-418 Forms.

[CACFP 12-2020: Questions and Answers related to Food Service Management Company Contracts and Allowable Costs during the COVID-19 Pandemic](#)

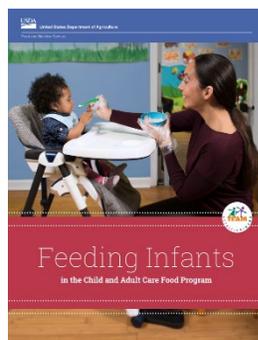
This memorandum includes questions and answers for state agencies and local program operators on flexibilities

available under the child nutrition programs during the novel coronavirus (COVID-19) pandemic.

COVID-19: Child Nutrition Responses

For the list of USDA issued responses check out our [Child and Adult Care Food Program COVID-19 webpage](#).

Additional Resources....



Feeding Infants in the CACFP Guide

The [USDA Feeding Infants in the CACFP Guide](#) covers topics such as the infant meal pattern, developmental readiness, hunger and fullness signs, handling and storing breastmilk and infant

formula, solid foods, what is creditable in the infant meal pattern, and much more. Find parent communication tools and child care provider handouts as well.

Integrating Community Supported Agriculture (CSA) into your Early Care and Education Program



Are you interested in introducing more fruits and veggies to children in your care while supporting local farmers? Check out this [CSA resource](#) from

Rooted to learn how to find and fund a CSA and incorporate more produce into your menu planning.

Division for Finance & Management



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[FNS Home Page](#)

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1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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