**SY 2021-22 Wisconsin USDA Foods Networking and Training Schedule**

Live Microsoft Teams meetings will be held four to five times per year on Wednesdays from 2:00-3:00 PM CST. Training topics will correlate with the [WI USDA Foods Program Timeline](https://dpi.wi.gov/school-nutrition/usda/timelines) (https://dpi.wi.gov/school-nutrition/usda/timelines).

Click on the “Live Meeting Link” below to join the meeting. After the date of the live event, the link will convert to a recording and be available for School Food Authorities (SFAs) to view for 90 days.

| **Month** | **Training Topic** |
| --- | --- |
| September 8  [Live Meeting Link](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MWQ3MWE4ZmUtYmY1OS00NDIxLWE2NzktNTU5MWU2ZTkwNjIz%40thread.v2/0?context=%7b%22Tid%22%3a%221654d140-3260-4903-b5b7-18450051ce16%22%2c%22Oid%22%3a%225a60e6b8-987e-428c-8138-3e38a4928b49%22%2c%22IsBroadcastMeeting%22%3atrue%7d&btype=a&role=a) | * Looking up Orders in the WI USDA Foods Ordering System * Reporting Order Discrepancies for State Delivery * Checking Direct Diversion Pounds at Distributor and Processor * Updating the Application Tab Contract and Delivery Location * Inventory Management |
| November 2-3 \*Live Meeting Link | * Fall SNA-WI Conference   + Direct Diversion   + Procurement   \*link published closer to event date in coordination with SNA-WI |
| January 12  [Live Meeting Link](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGJjOGJjMjYtODVmNy00ODMzLTkzODgtZDgyMWU1ZTM1ZTQ5%40thread.v2/0?context=%7b%22Tid%22%3a%221654d140-3260-4903-b5b7-18450051ce16%22%2c%22Oid%22%3a%225a60e6b8-987e-428c-8138-3e38a4928b49%22%2c%22IsBroadcastMeeting%22%3atrue%7d&btype=a&role=a) | * Annual Order Survey   \*possible webcast release, or another live event added in early February, to assist SFAs with *submitting* the Annual Order. |
| May 4 [Live Meeting Link](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZjcyZGMwZTEtYzUwZC00OTY0LWIzOGQtOGYyNDFhZTJmZGM4%40thread.v2/0?context=%7b%22Tid%22%3a%221654d140-3260-4903-b5b7-18450051ce16%22%2c%22Oid%22%3a%225a60e6b8-987e-428c-8138-3e38a4928b49%22%2c%22IsBroadcastMeeting%22%3atrue%7d&btype=a&role=a) | * Annual Order Updates and Viewing Adjustments * End-of-Year Reconciliation |