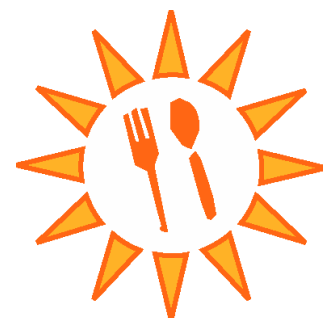


Food That's In . . . When School Is Out!

Summer Food Service Program

Delaware Department of Education



2010 Summer Food Service Program CALLING ALL SPONSORS!

Nationally and also within the state of Delaware we continue to be challenged by economic downturn. More families, than in any other recent time, are finding it difficult to make ends meet. As a result, we have seen a significant increase in people seeking child nutrition services. The Delaware Department of Education is asking ALL sponsors to find ways of helping to address the ever growing need to feed children healthy meals.

The state agency is seeking to work closely with sponsors who are willing to expand: the number of sites, the dates of operation, the types of meals offered, or expanding days of the week that meals are served. There may also be opportunities to expand your existing program and allow additional neighborhood children to attend meal service. We are working with other state level partners to secure funding for creative program expansion purposes.

If you are interesting in exploring ways to reach more children, please contact me at (302) 735-4060!! Thank you and best wishes for a successful 2010 Summer Food Service Program.



Sincerely,
David A. Bowman
David A. Bowman
Education Associate
Community Nutrition Programs

Important Dates

Inside this issue:

- Forms Location Change, Pg 2
- Sharing , Pg 2
- USDA Updates, Pg 2
- Violations/tips, Pg 3
- Sample Recipe, Pg 4

- April 9, 2010: DE-NARS Webinar 1:00 pm to 3:00 pm
- April 16,2010: Deadline to RSVP for 2010 Annual Training
- Prior to April 23, 2010: Gain Single Sign-On access (follow instructions in memo dated 3/29/2010)
- April 23, 2010: Annual SFSP Training for ALL sponsors. Registration begins at 8:30 am and training will begin at 9:00 am. *NOTE: This training will focus on the new nutrition application and reporting system. This will be the last opportunity for sponsors to learn about the new system in a group setting. Please make sure the person(s) in your organization who complete the application and payment process are in attendance.*



SFSP Forms: Location Change!

Previously, SFSP forms were located in the secure SFSP online computer system. In order to accommodate the building of our new computer system and to make downloading forms easier for our sponsors, we have moved all downloadable forms out to the Department of Education (DOE) website. All application forms, operational forms, USDA handbooks and up to date spreadsheets of school meal data (for determining income eligibility) are available. All forms have been updated/modified as needed to reflect current regulations and procedures.

The site meal count form is not currently available online and DOE will continue to distribute these along with "And Justice For All" posters to all participating sponsors.

Please follow these steps to locate all SFSP forms:

1. Log on to <http://www.doe.k12.de.us/> (Please note that the website has been redesigned and SFSP information is in a new location!).
2. Under the section titled "Information Suites", choose "See more on the Delaware DOE information page".
3. Choose "School Support Services" located under the "Teaching and Learning Branch".
4. Choose "Nutrition Programs".
5. Choose "Resources for Quality Operations" under "Summer Food Service Program".

Share your experiences!

As you begin preparing for and then operating your 2010 SFSP please feel free to share! We would love to help you reach other sponsors to share things like:

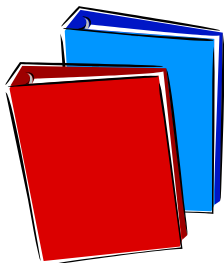
- menu ideas
- pictures from your sites
- administrative or operational procedures that you have developed to improve your programs



Call or email ideas and stories to 302-735-4060 or abeam@doe.k12.de.us

USDA News/ Policy Updates

TANF Emergency Contingency Fund



The Federal Departments of Agriculture and Health and Human Services have partnered to provide resources for, among other things, the expansion of the Summer Food Service Program. This partnership has targeted the use of dollars from the Temporary Assistance for Needy Families (TANF) Emergency Contingency Fund for use within states to expand existing or develop new site locations. The American Reinvestment and Recovery Act contains the federal language that makes this collaboration possible. The Delaware Department of Education is currently negotiating with state TANF officials to determine what level of funding is available for expansion of the 2010 SFSP.

Most Frequently Observed Violations from 2009

As you prepare for your 2010 Program, it is important to include quality training for your staff and your site supervisors. Below is a list of the most common SFSP violations that were observed during monitoring visits by DOE for 2009. A complete and accurate training that includes these items along with quality monitoring will help your sites to have excellent reviews this summer!

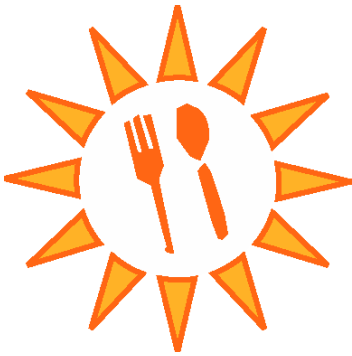
- **Point of service meal count:** This is a requirement! Meals must be counted as they are distributed. Sites should be counting complete first meals, complete second meals, leftovers and any incomplete or spoiled meals at EACH meal service. Meal counts are conducted during approved serving time only and at the end of the approved time all numbers should be recorded on the site meal count form.
- **Site meal count forms:** Many sites were not filling out these forms correctly in 2009. Please review these forms with all your sites and contact DOE if you are not sure how they should be filling out the form. These forms should not be corrected after the fact by the sponsors.
 - *Remember: Site meal count forms must be maintained ON SITE and be available in the event of a site review.*
- **Site supervisors:** There may be a time when your site supervisors are unable to be present for a meal service. If this is the case there must be a back up person who has been properly trained on meal service, site meal count, completing site meal count forms, etc.
- **Reimbursable meals:** Only meals that are served as complete meals (have all required food components) may be counted as reimbursable meals. If a child does not want a particular food item (for example milk) they still must take it when they receive their meal. They then should have the option of putting the unwanted item in a share box or on a share table. Other children who have already received a meal can then choose items from here if they are still hungry. This practice helps to eliminate waste and provide children with extra food items if they are hungry.
- **Meal service times:** Each site is approved by the state agency to serve meals at specific times. Meal service cannot begin until approved start time (this is when meal count begins) and must end at approved end time (this is when meal count ends). Any meals served outside of approved service times can be disallowed. Sites should be instructed to communicate with sponsors regularly to adjust meal service times as needed.
- **Counting meals when they are delivered:** Whether you contract with a vendor for meals or you prepare meals and then distribute them to your sites, all sites who receive meals MUST count the meals when they are delivered. On the site meal count form they should record the number of meals received as well as the number of spoiled/incomplete meals.
- **Field trips and operation dates:** Sites must communicate with sponsor all changes in meal service including field trips and changes in operation dates. In the new DE-NARS computer system there is a site field trip form that sponsors must complete to notify the state agency of field trips. All site applications should be updated when there is a change in operation dates.

Remember to always consult the USDA Handbooks for complete SFSP rules and regulations! They are available on the DOE website and please call 302-735-4060 with any questions!

Delaware Community Nutrition Programs

Delaware Department of Education
Community Nutrition Programs: SFSP
401 Federal Street, Suite #2
Dover, DE 19901

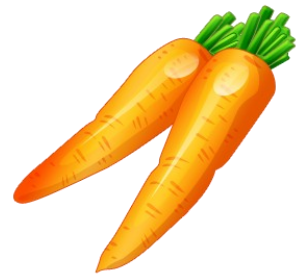
Phone: 302-735-4060
Fax: 302-739-6397



Sample Recipe: Carrot-Raisin Salad

Ingredients:

1 lb 10 oz fresh carrots, coarsely shredded
12 oz (2 $\frac{1}{4}$ cups) raisins
 $\frac{1}{4}$ cup instant nonfat dry milk, reconstituted
1 cup reduced calorie salad dressing or lowfat mayonnaise
 $\frac{1}{4}$ teaspoon salt
 $\frac{1}{4}$ teaspoon nutmeg (optional)
1 tablespoon lemon juice (optional)



Directions:

1. Place carrots and raisins in a large bowl.
2. In a separate bowl, combine milk, salad dressing or mayonnaise, salt, nutmeg (optional) and lemon juice (optional).
3. Pour dressing over carrots and raisins. Mix lightly. Place in 9 x 13 x 2 inch pan and cool to 41 degrees or lower within 4 hours.
4. Mix lightly before serving.

Serving Size: $\frac{1}{4}$ cup **Yield:** 25 servings

Nutrition information per serving: Calories-78; Protein-.88 g; Carbohydrate-15.91 g; Total Fat 1.84 g (Saturated Fat- .31 g, Cholesterol- 4 mg); Vitamin A- 8301 IU; Vitamin C 3.2 mg; Iron- .49 mg; Calcium-18 mg; Sodium-117 mg; Dietary Fiber - 1.5 g.

Sample Menu for SFSP Lunch: Roasted turkey (2 oz) on whole wheat bread with mustard packet, $\frac{1}{4}$ cup carrot-raisin salad, $\frac{1}{2}$ cup unsweetened applesauce, 8 oz fat free milk.

Source: USDA Recipes for Child Care, Accessed from the National Food Service Management Institute Website: <http://www.nfsmi.org/>