

**Office of Child Nutrition**

**State Conference 2016**

**April D. Catchings, Director**  
**Division of Training and Program Outreach**



# The **NEW** Division of Training and Program Outreach

- **Training Team**

- Back Ground
- Responsibilities
- Reorganizing Process

- **Program Outreach**

- National School Lunch Program (NSLP)
- Summer Food Service Program (SFSP)
- Child and Adult Care Food Program (CACFP)
- Purchasing Division
- Nutrition Education
- School Gardens



# The “NEW” DECIDE to SUCCEED!

# The **NEW** Decide to Succeed: *An Orientation for New Managers*

<b>Who:</b>	Task Force Team, OCN Staff, Jerry Cater and Nina Cross
<b>What:</b>	<b>Required</b> week long orientation for all new Program Managers.
<b>When:</b>	<i>Usually</i> the third (3 <sup>rd</sup> ) week of June.
<b>Where:</b>	Location Varies - Rankin County School District
<b>Why:</b>	Teaches new program managers the required USDA information and operational skills they need to successfully perform there job duties.

# Decide “Field Test” Planning **2016**

- Meetings, emails, phone calls, text messages, SOS signals etc..
- Instructors & Classes
  - Experienced, energetic, retired, knowledgeable and **READY** to get out the house.
  - Relatively Small & by District
- Decide Notebook
- General Sessions
- Lab Experience
  - Weights and Measures
  - Portion Control
- **Decide Meals** 😊



# MDE/OCN Certification Requirements



## Certification Type:

- School Food Service Administrator (SFSA) (II, III or IV) must submit the following information:
  1. A Completed Application (*Application for Child Nutrition Certification*).
  2. An Official copy of ALL College Transcripts
  3. A copy of their ServSafe Certificate (within 30 calendar days of the starting date).

## 1. **Emergency Orientation:**

- Valid for one (1) year only.
- SFSAs must attend New Administrator Orientation (NAO).

## 2. **Provisional Certification:**

- Valid for only **two (2) years** from hire date.
- SFSAs must take additional academic courses to meet educational qualifications.
- **Must submit:**
  - a ***“Time-Plan”*** for academic courses (only academic courses will be approved).
  - Documentation from college/university where courses will be taken.



# Provisional Continued.....

- Course work for provisional certification **MUST** be approved prior to attending NAO.
- Proof of successfully completing all approved college coursework must be submitted before the two year expiration date. (Regular Certificate will be issued).



# SFSA Qualification Levels:

- **SFSA I:**
  - No longer exists for NEW incoming SFSAs.
- **SFSA I (Grand-Fathered):**
  - Can continue to work in their current school district **ONLY**

<b>SFSA Level</b>	<b>Degree Type</b>	<b>Food &amp; Nutrition Requirements</b>	<b>Business, Management, Accounting or Educational Administration Requirements</b>
<b>II</b>	<b>Bachelor's</b>	<b>9 semester hours</b>	<b>6 semester hours</b>
<b>III</b>	<b>Master's</b>	<b>12 semester hours</b>	<b>6 semester hours</b>
<b>IV</b>	<b>Doctoral</b>	<b>15 semester hours</b>	<b>9 semester hours</b>

***Effective July 1, 2015, ALL newly hired SFSAs must be ServSafe Certified or obtain certification within 30 days after hire date.***

# Training Standards

**SFSAs:** Beginning SY 2016-2017, the required annual training hours for SFSA/Program Managers are:

- Program Directors - 12 hours
- Program Managers - 10 hours
- Program Staff - 6 hours
- Part-time Staff (< 20 hours per week) - 4 hours

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# **Non-Discrimination Statement, cont.**

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# Non-Discrimination Statement, cont.

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# Non-Discrimination Statement, cont.

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