
under THE Sea
of Child Nutrition
Summer Workshop 2025
July 8-10, 2025
HEALTHY FOOD
USDA
esc6

Welcome to the Region 6 "Under the Sea" Child Nutrition Summer Workshop





Dear Conference Attendees,

We're thrilled to welcome you aboard for an unforgettable journey "Under the Sea" at this year's conference, taking place July 8th –10th! Whether you're here for our NSLP (National School Lunch Program) or CACFP (Child and Adult Care Food Program) courses, prepare to dive deep into valuable insights, shared experiences, and a wave of fresh ideas.

Our conference is designed to make a splash—bringing together dedicated professionals like you who are passionate about nourishing our communities. Over these three exciting days, you'll navigate through expert-led sessions and plenty of opportunities to connect, collaborate, and surface new strategies to support your important work.

As we set sail on this adventure together, we encourage you to explore every current of inspiration, soak up the knowledge around you, and enjoy the vibrant energy that flows through our conference community.

Thank you for being part of this voyage. Let's make some waves!

Respectfully,

ESC6 Child Nutrition Specialist

Ocean Overview



Region 6 ESC
3332 Montgomery Road
Huntsville, TX 77340

Professional Standards

As part of the Healthy, Hunger-Free Kids Act (HHFKA), the USDA has established minimum hiring requirements for some, and training requirements for all school nutrition program employees. This is also known as Professional Standards. The school year for Professional Standards is July 1 - June 30.

The number of TRAINING HOURS varies for four staffing levels:



Directors are required to attend eight hours food safety training within five years of the date of the program director's last food safety training. Food safety training taken to meet the eight hour requirement may be included in the program director's yearly required continuing education/training hours.

Region 6 CN Summer Workshop sessions are TASN (Texas Association for School Nutrition) level certified.

Additional Information

Meals: All day sessions and AM sessions will be charged a fee for lunch and provided with a lunch. PM sessions will **NOT** have a fee for lunch and will **NOT** be provided with a lunch.

Room Temperature: Room temperatures and personal comfort zones very widely. It is strongly recommended that you bring a sweater or jacket to all sessions.

Special Needs/Disability: If you have a health condition or disability which may require special accommodations in order to effectively partcipate in this conference, please notify Sheridan Quick at squick@esc6.net, prior to the conference.

Please remember that Region 6 ESC is a smoke free facility.

Day 1 All Day Classes

July 8, 2025





Food Production Records (567240)

9:00 am - 4:00 pm (Lonestar 1)

This class teaches Contracting Entities (CEs) basics to advance Food Production Record (FPR) skills including how to fill out a FPR, how to use meal documentation to support the FPR and how to use the FPR to improve forecasting, communication, organization and to demonstrate compliance.

Eligibility (567242)

9:00 am - 4:00 pm (Lonestar 4)

This comprehensive course will guide SFAs to establish an effective foundation in certification and benefit issuance policies and procedures using class discussion and hands-on activities. We recommend bringing a laptop device, access to your eligibility determination system, and your state-application login information to view the SFA's application on file with TDA.

Meal Counting and Claiming System (567243)

9:00 am - 4:00 pm (Lonestar 3)

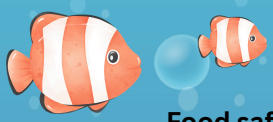
This course is designed to assist personnel in child nutrition programs to effectively establish and implement an effective counting and claiming system, acceptable meal collection procedures, quality assurance measures, financial responsibilities, and compliance.

The Administrative Review and Procurement Review Process (567244)

9:00 am - 4:00 pm (Lonestar 5)

This course is designed to assist personnel responsible for managing the operational, financial, and procurement functions of Child Nutrition programs with procedural knowledge and resources to prepare for an Administrative, Financial, and Procurement Review. This course is not designed to teach the programmatic concepts of operating the NSLP and SBP.





Food Safety in Schools (567248)

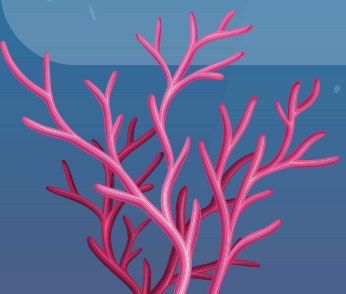
8:00 am - 5:00 pm (Lonestar 2)

Food safety is the responsibility of every person in school nutrition programs. Every action has the potential to impact the safety of the food, whether during purchasing, storing, preparing, holding, serving, or cleaning. This comprehensive food safety training course provides guidance for school nutrition professionals to assure the preparation and service of safe food and how to manage a safe and sanitary school nutrition operation.

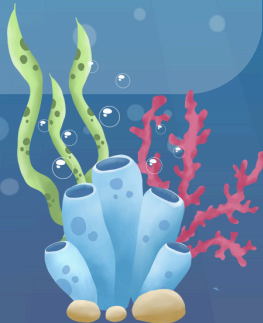
Meal Patterns SNP (567241)

9:00 am - 4:00 pm (Bluebonnet F)

This class aims to teach operators of the National School Lunch Program and the School Breakfast Program the basic meal pattern knowledge, skills, and competencies necessary to run effective and compliant programs including the lunch and breakfast meal patterns. Topics include offer vs. serve requirements for NSLP and SBP and reimbursable meals. This class will be in person, but the instructor will be via zoom.







Day 2 All Day Classes

July 9, 2025





Financial Management: A course for SNP Directors (567251)

8:00 am - 5:00 pm (Lonestar 5)

This course is designed to give the school nutrition program director information to enable them to recognize sound financial principles and concepts as the primary foundation for school nutrition programs. Directors must make difficult decisions about long-term goals to ensure the sustainability of the programs. At the same time, demands are increasing for improved financial and nutritional accountability. School districts need financial management information systems that provide data for both evaluation and financial decision-making.

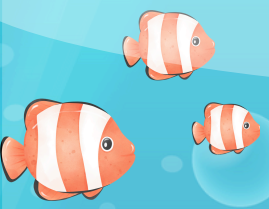
Basic Culinary Math for SNP (567252)

9:00 am - 4:00 pm (Lonestar 3)

The goal of this training is to provide participants with the opportunity to review and practice basic culinary math skills, including the basic math principles of addition, subtraction, multiplication, and division. The remainder of the training will focus on other key skills such as measuring and converting measurements, scaling recipes and calculating food costs..

Day 2 AM Only Classes

July 9, 2025



Menu Planning for Healthy School Meals (567236)

9:00 am - 12:00 pm (Lonestar 6)

This class teaches menu planners of the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) key aspects of menu planning. Basic procurement and inventory management in relation to menu planning. As well as steps for successful menu planning utilizing menu development resources and effective marketing techniques.

Verification (567238)

9:00 am - 12:00 pm (Lonestar 4)

This training will help SFAs establish a foundation in policies and procedures to conduct annual verification activities, including the annual Verification Report (FNS-742) submission. Participants will also learn about Administrative Review tips during the training.

Day 2 PM Only Classes

July 9, 2025

Menu Planning for Healthy School Meals (567237)

1:00 pm - 4:00 pm (Lonestar 6)

This class teaches menu planners of the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) key aspects of menu planning. Basic procurement and inventory management in relation to menu planning. As well as steps for successful menu planning utilizing menu development resources and effective marketing techniques.

Verification (567239)

1:00 pm - 4:00 pm (Lonestar 4)

This training will help SFAs establish a foundation in policies and procedures to conduct annual verification activities, including the annual Verification Report (FNS-742) submission. Participants will also learn about Administrative Review tips during the training.

Day 3 AM Only Classes

July 10, 2025

Click HERE to register

Click HERE to register

The Administrative Review Process for CACFP (567255)

9:00 am - 12:00 pm (Lonestar 6)

This course is designed to assist personnel who are responsible for managing the operational, financial, and procurement functions of child and adult nutrition programs. This includes procedural knowledge and resources to prepare for an Administrative Review. This course is not designed to teach the programmatic concepts of operating the CACFP.

CACFP and SFSP Financials and Allowable Expenses (567258)

9:00 am - 12:00 pm (Lonestar 2)

This course covers essential financial management principles, procurement procedures and guidelines on allowable costs. Participants will learn to identify, document and justify program expenditures, ensuring compliance with USDA regulations and fostering effective financial oversight.

CACFP and SFSP Procurement (567259)

9:00 am - 12:00 pm (Lonestar 4)

This course covers essential financial management principles, procurement procedures and guidelines on allowable costs. Participants will learn to identify, document and justify program expenditures, ensuring compliance with USDA regulations and fostering effective financial oversight.

Day 3 PM Only Classes

July 10, 2025

CACFP Sponsor Responsibilities and Monitoring (567256)

1:00 pm - 3:00 pm (Lonestar 2)

This course will provide an overview of the CACFP pre-approval and site monitoring requirements conducted by Sponsors. Participants will practice using the state agency's pre-approval and site monitoring forms and develop a "5-Step Process" to perform these vital program management requirements effectively.

CACFP Participant Eligibility and Enrollment (567257)

1:00 pm - 4:00 pm (Lonestar 4)

This course will cover handbook sections 4200 and 4310: participant eligibility and enrollment requirements for free and reduced-price meals when operating the CACFP.

CACFP Special Diets Including Food Allergies (567260)

1:00 pm - 4:00 pm (Lonestar 6)

Knowledge of special diet requests and menus ensures that individuals with disability and non-disability dietary restrictions or health concerns receive proper nutrition in care settings. This approach not only promotes civil rights, inclusivity and nutrition but also complies with federal regulations to accommodate special dietary needs.







“Shell by Shell”

Register in ESCWorks for the First Time

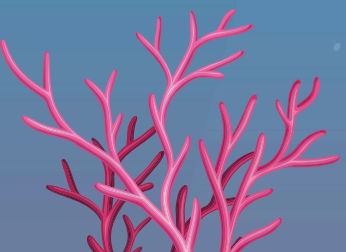
- Go to www.esc6.net
- Hover over “Registration Login-Professional Development” at the top of the page and click on “Workshop Registration”
- Look to the left of the screen and click on “My Account”
- Click on “Create Account”
- Fill in your information and click “Save Record”

If you have any questions about online registration, login/password retrieval, or need help navigating the system, please contact Kathy Cook, Staff Development help desk at (936) 435-8295.

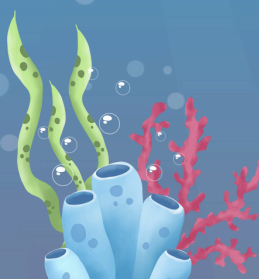
Retrieve your Certificate

- Go to www.esc6.net
- Hover over “Registration Login-Professional Development” at the top of the page and click on “Workshop Registration”
- Look to the left of the screen and click on “Registration History/Certificates”
- Login under “Account Sign In”
- Click Past Sessions tab and find session you attended and click blue Certificate link and print

If you have any questions about online registration, login/password retrieval, or need help navigating the system, please contact Kathy Cook, Staff Development help desk at (936) 435-8295.







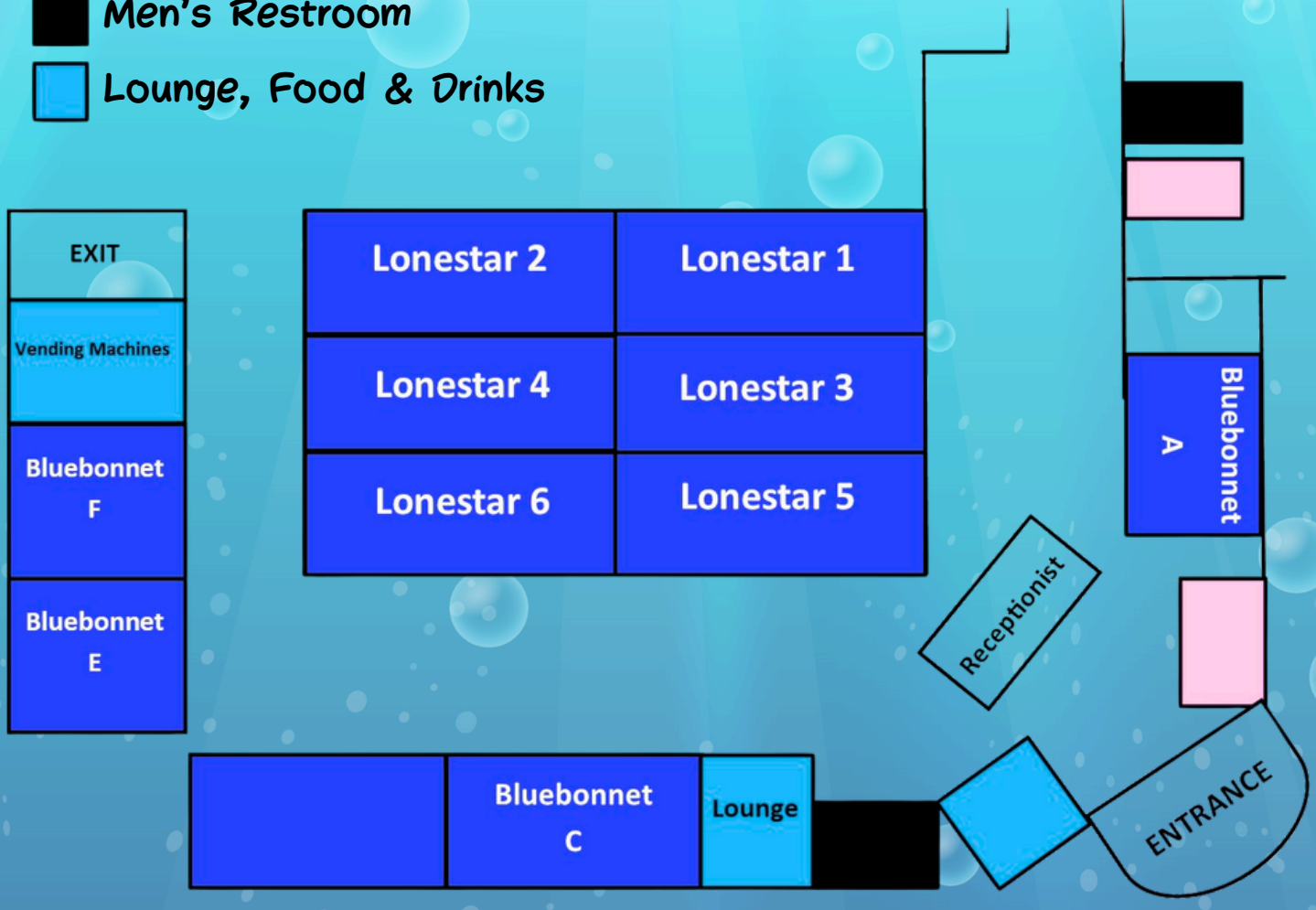
The Deep Sea Directory

Session Rooms- "Ocean Chambers"

Women's Restroom

Men's Restroom

Lounge, Food & Drinks





NOTES



Whale, Hello There!

Sandy Garcia
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To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at : https://www.ascr.usda.gov/sites/default/files/USDA-OACR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of and alleged civil rights violation. The completed AD-3027 form or letter much be submitted to USDA by: mail: U.S. Department of Agriculture Secretary for Civil Rights, 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or fax: (833) 256-1665 or (202) 690-7442; or email: program.intake@usda.gov.

This institution is an equal opportunity provider.