

## Overview of USDA Professional Standards

The Knowledge to Serve and Protect  
School Nutrition Programs Conference  
June 2015

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### Overview includes:

- ▶ Understand the main components of the proposed rule
- ▶ [http://healthymeals.nal.usda.gov/hsmrs/ProfStandards/profstandards\\_flyer.pdf](http://healthymeals.nal.usda.gov/hsmrs/ProfStandards/profstandards_flyer.pdf)

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### Professional Standards for All School Nutrition Employees Rule

- ▶ Final Rule published March 2, 2015

Effective July 1, 2015

Hiring Standards  
Continuing Education and Training

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**Why do we need professional standards for school nutrition professionals?**



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**Why Professional Standards?**

- ▶ Training requirements build skills
- ▶ School nutrition programs are complex—on-going training needed just to keep up
- ▶ Enhance image of school nutrition employees
- ▶ Training of food handlers in food safety is crucial for the health of our students

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**Developing the Professional Standards  
Proposed Rule**



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## What is in the rule?

- ▶ Minimum professional standards for:
  - State Agency Directors
  - School District Child Nutrition Directors
  - School Managers and Other Staff



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## State Agency Directors



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## New State Agency CN Directors Requirements

(Individuals at the State agency level with responsibility for oversight of the NSLP and SBP)

- ▶ Bachelor's degree in:
  - Food and nutrition, food service management, dietetics, family and consumer science, nutrition education, culinary arts, business, or related field
- ▶ Skills in leadership, management and supervision to support school nutrition programs

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**State Agency  
Director of Food Distribution  
Requirements**

(Individuals at the State agency level with responsibility for the distribution of USDA Foods in schools under 7 CFR part 250.)

- ▶ Bachelor's degree (no major specified)
- ▶ Extensive knowledge and experience
- ▶ Skills in leadership, management and supervision

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**State Agency Training Requirements  
CN Director and FD Director**

- ▶ New and current directors must:
  - Receive minimum of 15 hours of training each year
  - PROVIDE training

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**School Food Authority Directors**



Welcome to the  
**IOWA CITY COMMUNITY SCHOOL DISTRICT**  
Child-Centered | Future-Focused

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### School Food Authority Directors Definition

- ▶ Responsible for the management of a school food authority (SFA)
- ▶ SFA is the governing body that has the legal authority to operate the school meal programs

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### School Food Authority Directors

- ▶ The rule established:
  - Education, training and certification requirements
  - Training criteria to maintain certification

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### School Food Authority Directors

- ▶ Would apply to those hired on or after July 1, 2015
- ▶ Divided into three LEA size categories
  - Increasing responsibility and complexity
- ▶ Categories: student enrollment
  - 2,499 or less students
  - 2,500–9,999 students
  - 10,000 or more students

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## Food Safety Requirement for Directors

- ▶ At least 8 hours of food safety training is required either not more than 5 years prior to their starting date or completed within 30 days of employee's start date.



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## SFA Directors Training

- ▶ Applies to all directors
- ▶ 2015–2016 only: at least 8 hours
- ▶ 2016–2017: at least 12 hours in addition to the food safety training required in the first year
- ▶ A variety of formats can be used
- ▶ Training conducted by directors or staff may count toward their own training

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## School Nutrition Managers



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## School Nutrition Managers Definition

- ▶ Managers are:
  - Individuals directly responsible for the management of the day-to-day operations of school nutrition programs for a participating school(s)
  - Sample job description template  
<http://www.nfsmi.org/documentlibraryfiles/PDF/20080221043346.pdf>

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## School Nutrition Managers



- ▶ No education/degree requirements
- ▶ Training requirements
  - 2015-2016 at least 6 hours
  - 2016-2017 at least 10 hours

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## All school nutrition employees



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## All School Nutrition Employees Training

- ▶ School Year 2015–2016: at least 4 hours of annual continuing education/training
- ▶ Beginning School Year 2106–2017: at least 6 hours of annual continuing education/training
- ▶ Part-Time Staff: Each year, at least 4 hours of annual continuing education/training, regardless of part-time hours worked.

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### Requirements by Job Category

State Agency Director & FD Director	School Nutrition Directors–District level	School Nutrition Personnel: Managers & Other Staff
Hiring Standards: Bachelor's degree Additional skills	Education requirement: based on LEA size	
Training requirements: CN/FD – 15 hours CN Director must give 18 hours to SFA's	Training requirements: 2016–2017 – 12 hours	Training: 2016–2017 10 hours–managers at least 6 hours others 4 hours for part-time

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## Training

- ▶ In a variety of formats
  - Virtual/web-based and in-person
  - Including free or low-cost options
- ▶ From a variety of sources
  - FNS
  - NFSMI
  - Professional Associations and organizations
  - In-house
  - State: MDE–SNP
  - Commercial vendors




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## Training Database

◦ All training would fit into a category:

- Nutrition
- Operations
- Administration
- Communications & Marketing



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## Tracking training

- ▶ Track employee training
  - Optional tool developed by FNS – not required to use USDA/FNS’ tool
  - LEAs can develop their own tracking process i.e. create an Xcel spreadsheet
  - For compliance – tracking sheet will become part of the administrative review process. Keep at least three years of completed training/CEUs.
  - Training can be provided as technical assistance.

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## Allowable Costs

- ▶ Training staff is an allowable use of nonprofit school food service account
- ▶ Excludes costs used to meet hiring requirements for new SFA directors



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### Certificate Program

- ▶ Currently being developed
- ▶ Not a certification or credentialing program
- ▶ Recognition for various levels of training



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### State oversight

- ▶ States would review compliance with the professional standards at the time of their administrative review
- ▶ Would amend regulations on what is covered in reviews
- ▶ Technical assistance
- ▶ Corrective actions - only in egregious instances

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### Reviewing the Rule

- ▶ Federal Register
  - Search "Professional standards nutrition" or FNS 2011-0030; Vol. 80, No. 40 - March 2, 2105
  - Correction issued May 7, 2015 Vol. 80, No. 88
- ▶ FNS Website  
<http://www.fns.usda.gov/nsfp/regulations>

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## Tools for Schools

- ▶ Your one-stop guide to nutrition standards for school meals and snacks:
  - Free nutrition materials, training, and recipes for school food service
  - Smarter Lunchroom strategies
  - Tips for offering more fruits, vegetables, and whole grain-rich foods
  - Grant opportunities
  - Best practices from other schools
  - Regulations and policies



<http://www.fns.usda.gov/healthierschoolday>

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## We want your feedback!

- ▶ Keep sharing your best practices, challenges, and concerns.
- ▶ What is working and what isn't



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## Existing Meal Pattern Flexibilities

- ▶ Phased-in Breakfast implementation
- ▶ Option to offer a daily meat/meat alternate at breakfast
- ▶ Allowed students to take just ½ cup of fruit or vegetables under OVS
- ▶ Removed the starchy vegetable limit that had been proposed
- ▶ Pushed out the second sodium target by an additional year
- ▶ Relaxed weekly maximums on grain and meat/meat alternates
- ▶ Allowed frozen fruit with added sugar
- ▶ Clarified allowable whole grain-rich corn products
- ▶ Provided two-year flexibility for schools that cannot obtain acceptable whole grain-rich pasta
- ▶ Provided Smart Snack exemption for grain-only entrees served at breakfast

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## Professional Standards for School Nutrition Staff - Website

Tina Moczydlowski  
Technical Information Coordinator  
Healthy Meals Resource System

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## Healthy Meals Resource System

- ▶ The Healthy Meals Resource System (HMRS) is the training and technical assistance component of Team Nutrition. HMRS is funded by the United States Department of Agriculture's (USDA) Food and Nutrition Service (FNS) and is maintained at the National Agricultural Library's Food and Nutrition Information Center (FNIC) in collaboration with the University of Maryland.

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## What We Do

- ▶ HMRS collects resources that have been developed by State/Federal/Local government, universities, industry, and professional groups to share with a wider audience
- ▶ HMRS does not develop or distribute any materials, but shares all appropriate resources via the Website, and assists patrons in find resources to fit their needs

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## Overview

- ▶ The Professional Standards site can be accessed via the main Healthy Meals Resource System site:  
<http://healthymeals.nal.usda.gov/>



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## Overview

- ▶ The Professional Standards site direct URL is:  
<http://professionalstandards.nal.usda.gov/>



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## Overview

- ▶ The *Professional Standards* site allows school nutrition professionals to search for training that meets their learning needs in one easy-to-use website
- ▶ Each listing contains information about the training, including how to access, developer, date, learning objectives covered, and more



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## Find Training

- ▶ Users can browse through trainings by clicking on the main learning objectives on the left side: Nutrition, Operations, Administration, or Communications / Marketing



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## Find Training

- ▶ The user will then see a listing of sub-topics. Each topic can be clicked on to see trainings that meet that objective
- ▶ Searches are also available for more specific topic areas

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## Find Training



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## Search Results

- Search results are presented in a table format for quick at-a-glance information about trainings that meet the specific learning objective
- The chart provides the training title, developer, format, and whether or not access to the training is restricted (such as to professionals in a particular state)

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The screenshot shows the USDA website interface. At the top, it says "USDA United States Department of Agriculture" and "Professional Standards for School Nutrition Professionals". Below this is a navigation bar with links: Home, Food Safety, Additional Content, Additional Standards Resources, Contact, and Contact Us. A sidebar on the left lists categories: Nutrition, Operations, Administration, and Communications / Marketing. The main content area is titled "Menu Planning" and includes a description: "Employees will be able to effectively and efficiently plan and prepare standardized recipes, cycle menus, and meals, including the use of USDA foods, to meet all Federal school nutrition program requirements." Below the description is a table with search results.

Title	Developer	Format	State Specific
Food Safety Resource	National Food Service Management Institute (NFSMI)	Video, Print Materials	Unlimited Access
Measuring Success with Standardized Recipes	National Food Service Management Institute (NFSMI)	Print Materials	Unlimited Access
Meal Pattern Training Resource	National Food Service Management Institute (NFSMI)	Print Materials, Face-to-Face Training	Unlimited Access
Meeting Children's Special Food and Nutrition Needs in Child Nutrition Programs	National Food Service Management Institute (NFSMI)	Video, Print Materials, Face-to-Face Training	Unlimited Access

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## Training Details

- Each record provides information about the training, including the title, a description, the developer, publication date, learning objectives met, language, and how to access the training.

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## Training Details

USDA Center for Nutrition Programs

Professional Standards for School Nutrition Professionals

Home • Food Safety • Advanced Search • Professional Standards Information • Calendar • Contact Us

Home • Administration • Overall Program Management • Menu Planning • HealthierUS School Challenge (HUSC) Webinar

- Nutrition
- Operations
- Administration
- Communications / Marketing

### HealthierUS School Challenge (HUSC) Webinar

The panel discussion format of this webinar provides practical information and resources to encourage schools to apply for a HUSC award for their school or school district. Moderated by Gayle Lynn MacDonald, panelists included Beckie Boudin with the Lamar County, Mississippi, public schools, Eric Knutson with District 300 - the 6th largest school district in Illinois, and Terrie Barnett with Los Angeles Unified School District Food Services. Originally aired June 14, 2011.

**Webinar:** National Food Service Management Institute®  
**Developer:** National Food Service Management Institute (NFSMI)

**Learning Objectives:** Administration - Overall Program Management - Menu Planning - Food Production and Service Standards - Communication with District Authorities - Healthy School Environment - Communications and Marketing - Contribution and Marketing Training - Marketing Plan - Promotion - Customer Service - Healthy Foods - Community Communication - Community Support

**Language:** English  
**Training Length:** 1 to 2 hours  
**Training Format:** Webinar - Video  
**State Specific:** Unlimited Access  
**Publication Date:** 2011  
**Price:** Free

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## Advanced Search

- ▶ An advanced search page is also available for conducting refined searches for a specific training need
- ▶ This search option search allows users to specify the training format, language, length, learning objectives, cost, and/or keywords of interest

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## Advanced Search

USDA Center for Nutrition Programs

Professional Standards for School Nutrition Professionals

Home • Food Safety • Advanced Search • Professional Standards Information • Calendar • Contact Us

Home

- Nutrition
- Operations
- Administration
- Communications / Marketing

### Advanced Search

Format:  Length of Training:  Learning Objectives:   
 -Any- -Any- -Any-  
 State Specific Training:  Language:  Cost:   
 -Any- -Any- -Any-  
 Keywords:  Search Reset  
 Search for programs that contain specific keywords. Separate by spaces.

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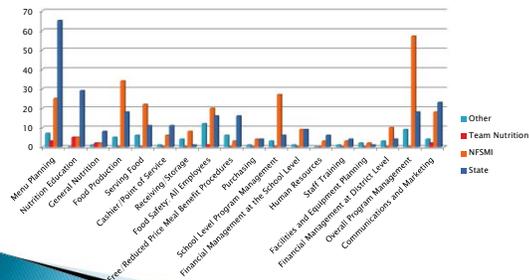
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## Content

The following chart provides a summary of the number of trainings available from states, NFSMI, Team Nutrition, and other sources:




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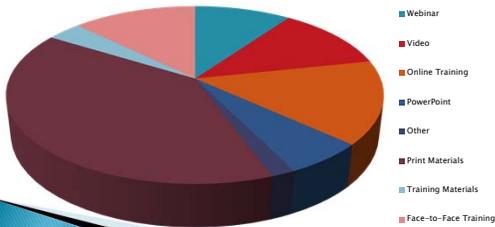
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## Content

- There are over 300 resources currently hosted on the *Professional Standards* website in a range of formats




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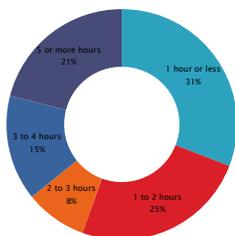
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## Content

- The timed trainings and videos are available in various training lengths




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## Calendar

- ▶ The calendar includes conferences and trainings that are happening around the country.
- ▶ As it is a Google calendar, the trainings can be easily added to a users' Google calendar.
- ▶ New trainings and conferences can be submitted for the calendar at **hmrs@ars.usda.gov**

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## Get Connected

- ▶ To receive updates on new training opportunities and to participate in the discussion with other school nutrition professionals on a nationwide basis, join the Mealtalk discussion group.
- ▶ Mealtalk is an e-mail discussion group intended as a communication tool to link the professionals who are operating the Child Nutrition Programs, so that they can share resources, information and innovative solutions to common day-to-day problems.
- ▶ To join Mealtalk, please see the HMRS or *Professional Standards* site.

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## Have something to share?

Email us! Trainings can be submitted for review and potential inclusion in the *Professional Standards* website by emailing the Healthy Meals Resource System team at **hmrs@ars.usda.gov**

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## Questions?

- ▶ Questions about the *Professional Standards* Website can be sent to [hms@ars.usda.gov](mailto:hms@ars.usda.gov)
- ▶ For any additional questions about the rule please email:  
[Christina.Moczydlowski@ars.usda.gov](mailto:Christina.Moczydlowski@ars.usda.gov)
- ▶ Peggy La Fleur, School Nutrition Programs,  
Office of School Support Services, MDE  
[lafleur@michigan.gov](mailto:lafleur@michigan.gov) or 517.373.8319

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