

## **Child Nutrition Professional Development**

### **Regional/Cluster Offerings 2010 - 2011**

These trainings are available to School Food Authorities that administer the National School Lunch Program, School Breakfast Program, After School Care Program, and Seamless Summer Program.

#### **Building a Professional Team**

This National Food Service Management Institute BLT Training is designed to assist school nutrition team leaders in assessing their team building knowledge and skills and in setting goals that will help them move towards successfully building a professional team. This course includes: Contributing to the Team; Improving Skills through Training and Cross-Training; Following Instructions at Work; Communicating in the Kitchen; and Providing Leadership as a Member of the School Community.

#### **Certified Food Manager**

This course is designed to provide food service managers with training on safety that is needed to pass the Certified Food Manager Exam. The course will cover sanitary laws and procedures and the Hazard Analysis Critical Control Point (HACCP). Participants must pass the Certified Food Manager Examination at the end of the training to receive the Food Manager Certification.

#### **Commodities 101**

Participants will be able to get a better understanding of the commodity program such as the history of the program, how to order Group A&B items, read the Weekly Commodity Bulletin, how to complete the PAL worksheet, commodity processing and the different options for purchasing processed items such as Fee for Service vs. Net off Invoice and the difference between each.

#### **Cooking with Chef Cyndie**

In Chef Cyndie's culinary kitchen participants will learn how to prepare fresh fruits and vegetables, sandwich wraps, salads, specialty entrees, and more! Culinary training will provide them with basic culinary techniques, knife skills, work simplification tips, proper food safety procedures, and quality food merchandising ideas to improve the school meals program!

#### **Counting and Claiming**

This course describes the importance of counting, collecting, and claiming procedures based on student eligibility, and how they relate to filing claims for reimbursement. Various mediums of exchange and the acceptable methods for coding them will be reviewed, as well as Accuclaim edit checks.

#### **CRE Success**

This course addresses the Coordinated Review Effort (CRE) from beginning to end. The School Food Authorities scheduled for a CRE in the upcoming school year should attend this session. Attendees will learn how to plan for a successful CRE. The course covers the CRE Process from the viewpoint of a TDA compliance monitor.

#### **Culinary Techniques: Preparing Breads and Baked Goods**

The participants of this session will learn how to improve the quality, variety, and appeal of whole-grain yeast bread, quick breads, cakes, cookies, and pastries.

### **Eligibility Guidance**

This course outlines the application process, demonstrates how to maintain benefits, and covers the verification process.

### **Financial Management**

This two-day seminar will teach the financial objectives of the school nutrition program. The participants will learn basic financial management practices to obtain customer satisfaction and how to manage resources to contain costs. In addition, they will learn how to interpret financial information for decision making.

### **Focus on the Customer**

This course is designed to train school nutrition teams to focus on the customers' wants and needs to develop strategies for achieving satisfied customers and effective programs.

### **Food Buying Guide**

This course will train school food service personnel how to use the Food Buying Guide effectively.

### **Food Production Records for Food Based Menu Planning**

This course contains the meal pattern approaches school districts participating in federal child nutrition programs can use to qualify for meal reimbursement and explores the Food Based Approach in detail. This course will also cover the basics of food production records, including purpose, required data, and how to complete records as it applies to the Food-Based Menu Planning Approach. FPR tools and the food buying guide will also be covered.

### **Food Production Records for Nutrient Standard Menu Planning**

This course contains the meal pattern approaches school districts participating in federal child nutrition programs can use to qualify for meal reimbursement and explores Nutrient Standard Menu Planning in detail. This course will also cover the basics of food production records, including purpose, required data, and how to complete records as they apply to the Nutrient Standard Menu Planning approach. FPR tools and the food buying guide will also be covered.

### **Growing Your Professional Skills**

This course is designed to assist the school nutrition assistant and team members in assessing their food service knowledge and skills. Growing Your Professional Skills is designed to help the school nutrition assistant and school nutrition team review the most critical topics in your food service operation. This course includes: Introduction; Food Production; Sanitation, Safety, and Security; Customer Service, Program Regulations and Accountability; Equipment Use and Care; and Professional Excellence. This course will also help you identify opportunities for additional training and guide you to more in-depth resources.

### **HealthierUS School Challenge**

The HealthierUS School Challenge (HUSSC) was established to recognize schools that are creating healthier school environments through their promotion of good nutrition and physical activity. Four Levels of superior performance are awarded: Bronze, Silver, Gold, and Gold of Distinction. This training will give step-by-step instruction on how your school can become certified as a HUSSC School. This training is recommended by the Texas Department of Agriculture.

### **Healthy Edge**

This course is designed to help program administrators improve the nutritional quality and acceptability of school meals through the application of food preparation techniques that implement the principles of the Dietary Guidelines for Americans. Emphasis is placed on moderating the use of fat, grains, and healthy desserts, and the use of flavor enhancers and presentation techniques that attract the customer.

### **Inventory Management**

Participants will learn proper procedures for receiving food in their Child Nutrition Program to ensure quality, to verify food safety and freshness and compare food received to what was ordered. The course will focus on the general principles of inventory management, Organization for Inventory Control, Record Keeping, Product Safety and Cost Control. Participants will also learn proper procedures for handling a food recall.

### **Responding to a Food Recall**

This course will address reasons for recalls, responsibilities of manufacturers and government agencies, and roles of foodservice directors and managers in following procedures when responding to a recall.

### **Measuring Success with Standardized Recipes**

This course addresses the benefits of using and developing standardized recipes and is designed to assist school food service employees with development and use of standardized recipes in their operations.

### **On the Road to Professional Food Preparation**

This course focuses on basic skills needed to produce high quality foods for child nutrition programs. Topics are: The Recipe, Weights and Measures, Portion Control, and Recipe Adjustment.

### **Preparing for School Meals Initiative (SMI) Review**

This training will show how to prepare for the SMI review and what information you will need to collect in preparation for the review.

### **School Food Authority (SFA) Self-Assessment Tool Overview**

This training will focus on how to conduct an internal review of child nutrition programs administrative and operational performance to ensure compliance with United States Department of Agriculture/Texas Department of Agriculture rules and regulations.

### **Serving It Safe**

This course will cover why food safety is important and gives guidance on how foodservice personnel can assure the preparation and service of safe foods. This course provides information on the 2001 Food Code. English or Spanish translations are available.

### **Special Assistance, Provision 2**

This course will cover all aspects of operating a child nutrition program under Provision 2, including how to complete the Special Assistance Provision 2 feasibility study, Provision 2 basics, Base Year and non-Base Year information, ending the Provision 2 cycle, Changes in Provision 2, and General Information.

### **TDA Update**

This session will consist of updated information from the Texas Department of Agriculture on changes to the Child Nutrition Programs and implementation requirements for program year 2010-2011.

### **Using Equipment Safely and Efficiently/Basics for Food Service Assistants, Part I**

This course provides educational resources for foodservice employees to learn about equipment. Topics to be discussed include: Equipment Selection, Usage and Maintenance, Employee Safety, and Improving Workflow and Energy. Participants will also learn to enhance healthy meals for children by improving communication skills, food safety problems, and following basic safety rules.

### **Working Safe: Accident Prevention in Child Nutrition Programs**

This module course is designed to train school nutrition personnel to prevent accidents in the workplace. This training consists of four lessons and addresses the following: Falls; lifting injuries; cuts, fires and burns; and chemical accidents. Employees should know the four steps and use them in their daily work. These steps include selecting areas where accidents could occur, assessing potential causes, finding ways to make changes for safety, and expecting safety.