



The Lunch Line

a newsletter of
The Bureau of Food & Nutrition
The Iowa Department of Education

Please route to:

<input type="checkbox"/> Food Service Director	<input type="checkbox"/> Record Keeper	<input type="checkbox"/> Superintendent
<input type="checkbox"/> Kitchen Staff	<input type="checkbox"/> Principal	<input type="checkbox"/> _____

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Upcoming Conferences

- Elements of Effective Financial Management Teleconference, NFSMI – May 22, 2002
- ASFSA National Conference, Minneapolis, MN July 21-24, 2002
- ISFSA State Conference, Des Moines – July 31-Aug. 1-2
- Free and Reduced Price Meal ICN Training – August 12, 2002
- USDA National Nutrition Education Conference February 24-26, 2003

Don't Forget – Register for Short Courses!

You can find Short Course information and registration forms on the Bureau's web site under the LunchLine for March 2002●

Procurement and Contracting Standards Guidance

The United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) has specific expectations or requirements when Federal moneys will be used in whole, or in part to purchase supplies, food, equipment and other services for any of the Child Nutrition Programs. All local governments operating USDA entitlement programs must follow 7 CFR Part 3016.36(b)-(i). Local governments include county and municipal agencies, public school districts, public residential institutions, public Summer Food Service Program sponsors, etc. Non-governmental, not-for-profit organizations, including public and private universities, public and private hospitals, community action agencies, private schools, private residential institutions, and other charitable organizations follow 7 CFR Part 3019.

The cornerstone of any procurement action is that it must be conducted with maximum open and free competition and be in accordance with Federal, State and local procurement requirements. If the acquisition will exceed in aggregate the small purchase threshold, the formal procurement method must be used. Whether procurement is formal or informal it **must be done to provide maximum open and free competition.**

Informal Procurement

In situations of informal procurement, price or rate quotations must be requested from an adequate number of qualified suppliers to demonstrate open

and free competition. Prices or rates secured may be collected verbally via phone or direct conversation, via fax, or by an informal written price quotation method. Prices or rates collected via phone must be recorded for each vendor and the purchase decision filed with other purchasing documentation as verification of open and free competition. Local policies and procedures should be followed during the procurement process. Typically these local policies may specify the dollar threshold at which procurement can be done informally via verbal methods, or informally via fax or other written method. Justification must be documented when procurement is not from the lowest vendor with the lowest price or rate.

Formal Procurement

Formal procurement can be used at any time, but is **required when** the intended acquisition in aggregate falls **at or above the established small purchase threshold**.

What is the established small purchase threshold?

For Local Governments

As stated above, all local governments operating USDA entitlement programs must follow 7 CFR Part 3016.36(b)-(i). Since most local governments already have a set of procurement requirements in place, 3016.36(b)-(i) instructs a local government to use its own State or Local procurement procedures as long as those procedures conform to applicable Federal law and the requirements of 3016.36(b)-(i). In Iowa there are no procurement procedures in Iowa Code governing child nutrition procurement, therefore school districts are required to follow local procurement procedures. The local procurement procedures for the child nutrition program must be in compliance with federal requirements. School Districts must review their local district procurement procedures to be sure they are in compliance with the exceptions noted below in (b) and (c) for all school nutrition fund expenditures.

b. Section 3016.60(b) **excludes** any person that develops or drafts specifications, requirements, statements of work, invitations for bids, requests for proposals, contract terms and conditions, or other documents for use by a grantee or sub-grantee in

conducting a procurement under USDA entitlement programs from competing for contract awards resulting from that procurement, regardless of the procurement method used.

c. Section 3016.60(c) **prohibits** the use of statutorily or administratively imposed in-State or local geographical preferences, except when procuring certain architectural or engineering services.

If a local governmental entity/school district does not currently have in place local procurement policies and procedures, these should be established as soon as possible. In the absence of these, federal procurement regulations would need to be followed as the minimum. The federal threshold would be \$100,000.

For State Institutions

State Institutions participating in the USDA Child Nutrition Programs would be required to follow State Code for procurement or Federal procurement code, whichever is more restrictive.

For Nonprofit Organizations

The maximum small purchase threshold for all non-governmental, not-for-profit organizations operating USDA entitlement programs has been increased to \$100,000. Again, local organizational policies and procedures may be more restrictive.

The following practices are prohibited:

Federal regulations exclude any person that develops or drafts specifications, requirements, statements of work, invitations for bids, requests for proposals, contract terms and conditions, or other documents for use by a grantee or subgrantee in conducting a procurement under USDA entitlement programs from competing for contract awards resulting from that procurement, regardless of the procurement method used.

What is Formal Procurement?

For goods (particularly nonperishable food products, supplies and equipment), the appropriate method is usually sealed bids, which must result in a fixed price contract. Certain products, including perishables such as fluid milk, other dairy products and fresh produce, as well as custom made

equipment, are more appropriately purchased using competitive negotiation, which allows for fixed priced or cost-plus-fixed fee contracts.

Under fixed price contracting, the prices are fixed for the duration of the contract, which is usually one year, but may be shorter, as specified in the bid document. However, under cost-plus-fixed –fee contracts, there often is a different contracting pattern and often semi-annual bids or 6-month contracts that are in conformance with historical purchasing practices which are appropriate. Again, officials have the flexibility to formally bid items that fall below the procurement threshold, however officials are not permitted to subdivide procurement actions in order to bypass formal bidding procedures. At the same, time, officials still have a great deal of latitude in defining what constitutes “in the aggregate on an annual basis.” Documenting whether formal or informal procurement procedures should be used is a logical thought process and does not need to be complicated. The following questions should be asked and the responses fully documented:

- How does the organization normally handle Program procurement?
- Are procurement actions normally centralized or delegated to a specific person or organization?
- How are contracts normally bid: single items, group of items, or all or nothing?
- Is the proposed action reasonable and necessary or designed to circumvent normal procedures?

The next step in the process is ensuring that the Request for Proposal (RFP) or Invitation to Bid (ITB) indicates that the resulting contract must comply with all Federal standards of the Office of Management and Budget (OMB) Circular A-102, Attachment O. Parenthetically, officials should also ensure the respective Child Nutrition Program regulatory requirements are met. (Please note: in cases where officials are looking at securing the services of a Food Service Management Company additional steps must be followed. The State Agency should be contacted for guidance before proceeding.)

The RFP must state that a condition for bidding for the contract is compliance with the Debarment, Suspension, Ineligibility and Voluntary Exclusion requirements of CFR Part 3017. All firms wishing to submit a bid must also submit a certification regarding debarment/suspension from participating in Federal contracts. A new certification is required for each renewal period.

The RFP must also state that an additional condition for bidding is providing a Certification Regarding Lobbying in accordance with CFR part 3018. A new certification is also required for each renewal period. Lobbying activities in connection with the Child Nutrition Programs must be identified and activities must be reported on the Disclosure of Lobbying Activities form each quarter. If there are material changes after the initial filing, updated reports must be submitted.

The underlying purpose of the Federal procurement process is to assure that to the maximum extent possible there is open and free competition for ensuring the best quality for the best price, all things being considered. It is, therefore, necessary to solicit an adequate number of qualified sources to ensure the effective operation of competitive forces. Since the Federal rules do not define “adequate”, it is essential for an organization to protect itself from charges of impropriety by planning for competition:

- Mailing the RFP or bid to known suppliers
- Publishing notices of the procurement in appropriate media such as newspapers of general circulation, trade journals, etc.

Non-Competitive Negotiation

An organization, which demonstrates it has followed the foregoing steps to maximize competition, will have little difficulty justifying noncompetitive negotiation. Federal procurement rules outline four situations in which noncompetitive negotiation is permitted:

- The item is available from only one source. This means that after soliciting a number of sources, the item is literally only available from one source, not that the organization has decided

that only one vendor's product will meet its needs.

- The Federal agency approves the use of non-competitive negotiation. The Chief Financial Officer of USDA may approve the use of non-competitive negotiation when the organization can demonstrate that the item is only available from one source.
- There is insufficient competition. Inadequate competition may only be concluded after the organization has conducted an appropriate procurement and only one company submits a responsible proposal.
- There is a public exigency or emergency. This means there is an urgency for the product or service which will not permit a delay incident to competitive solicitation. The idea is that there is an emergency, like a natural disaster, that precludes conducting procurement. Lack of planning in order to obligate money before the end of the fiscal year does not qualify as an emergency under this provision.

Summary

The small purchase threshold is the point at which formal written competitive procurement methods must be utilized. For all purchases under this threshold, competitive purchasing practices must still be utilized. These informal competitive practices may be via documentation of verbal price comparisons, by means of informal written price comparisons, or by utilizing formal written procedures even though it is below the required threshold. Appropriate documentation must also be on file to justify any "sole source purchases." Child Nutrition Programs will be reviewed for compliance with procurement regulations as part of the regular review process.

The U.S. Department of Agriculture (USDA) is an equal opportunity service provider and employer.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD).

Reauthorization of USDA Child Nutrition Programs

The USDA Child Nutrition Programs and the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) are up for reauthorization by Congress during the 2003 Legislative Year.

The reauthorization process provides Congress with a regular opportunity to examine the operation and effectiveness of these programs and to consider making improvements to their statutory mandates. In anticipation of these discussions, USDA Under Secretary Eric Bost has asked each of the FNS's seven regions to sponsor a forum to gather input that will help the Agency better understand the concerns and needs of our program cooperators at the state and local levels.

By the time you receive the LunchLine, the formal session for our region, being held in Denver, CO will be over. However, comment may still be made in writing. Input is being requested on the following aspects for Child Nutrition Programs:

- Improving Program Access
- Improving the Health of Participants; and
- Strengthening Program Integrity

If you have comments you would like to have shared with USDA regarding any or all of these aspects, please mail, fax, or e-mail your comments or recommendations to the Bureau of Food and Nutrition by May 20. Clearly label your comments, "**Reauthorization of USDA Child Nutrition Programs**" and send to the attention of Julia Thorius, Iowa Department of Education, Grimes State Office Building, East 14th and Grand, Des Moines, IA 50319, or Fax 515-281-6548, or email Julia.Thorius@ed.state.ia.us

National Nutrition Education Conference

“Nutrition Connections: People, Programs, and Science” is the title of an upcoming National Nutrition Education Conference sponsored by the United States Department of Agriculture (USDA), Food and Nutrition Service (FNS). This conference will be held February 24-26, 2003 at the Omni Shoreham Hotel in Washington, DC. Key stakeholders working in FNS nutrition assistance programs at the Federal, State, and local levels, nutritionists, and other professionals are encouraged to attend. The conference is designed to help participants:

- Network with other professionals to foster cross-program nutrition education in FNS nutrition programs
- Build skills in nutrition education theory and practice, evaluation, and partnership development
- Learn about and apply successful approaches for providing integrated and comprehensive nutrition education
- Understand FNS nutrition priorities and current and emerging resources and tools to help you address them.

To receive a registration brochure via e-mail, fax, or mail in May 2002, contact Infinity Conference Group by e-mail at icg2@infinityconferences.com or phone 703-925-9455, ext. 0.

“Elements of Effective Financial Management” Teleconference

The National Food Service Management Institute (NFSMI) is planning a live, interactive teleconference “Elements of Effective Financial Management”, on May 22, 2002 at 2:00-4:00 p.m. CST. This teleconference is an outgrowth of a pre-conference session on financial management at the American School Food Service Association’s Industry and Technology Conference in Albuquerque back in January. Feedback to the Institute by most participants was that the information was valuable and would be very useful for food service directors in a live teleconference.

Details will be available soon on the NFSMI web site at www.nfsmi.org. Information to be included on the web site will be confirmation of program time, topics, and technical information as well as how to submit advance questions.

2002 GEM Award Recipient



The Department of Food and Nutrition Services at the Davenport Community Schools and its director, Laurie Peyton, R.D., is the recipient of the Iowa Dietetic Association's 2002 GEM Award. This award recognizes organizations that have made significant contributions to the profession of dietetics in the field of nutrition in the State of Iowa. In addition, the award highlights individuals such as Ms. Peyton who are innovative in their practices and inspire others to achieve their goals in bringing sound nutritional information to the public, or to improve the nutritional well being of the customers or community members who are served. Ms. Peyton has been an IDA/ADA member since 1979 and has worked in Child Nutrition programs since that time.

Q What children can be included in the Special Milk Program?

A The Special Milk Program provides milk to children in schools and childcare institutions that do not participate in other Federal child nutrition meal service programs. The program reimburses schools for the milk they serve.

ASFSA 56th Annual National Conference

- ❖ Do you belong to the American School Food Service Association?
- ❖ Have you been wanting to learn more about ASFSA and ISFSA?
- ❖ Have you ever attended the ASFSA or ISFSA Conferences?
- ❖ Are you looking for new ideas to strengthen your school food service program?
- ❖ Have you been thinking about joining ASFSA?
- ❖ Do you want opportunities to share and interact with others working in School Food Service?
- ❖ Are you looking for the latest in food service equipment for a remodeling or new kitchen building project?
- ❖ Are you interested in finding new menu items or marketing ideas?

If you answered yes to one or more of the above questions you should plan to attend one or both of these conferences this year. 2002 is the perfect summer to attend ASFSA and ISFSA as both conferences are within easy driving distance.

ASFSA's 56th Annual National Conference will be held July 21-24 in Minneapolis, MN. Complete conference registration and program information is available in the March issue of the ASFSA Journal, on ASFSA web site at www.asfsa.org, or by calling (703) 739-3900. Register by May 25 to take advantage of the Early Bird Rate!●

* * * * *

ISFSA 45th Annual State Conference

Mark your calendars and come help "Celebrate Iowa School Food Service" July 31, Aug. 1-2, 2002 at the Des Moines Marriott and Polk County Convention Center. General session speakers this year will feature Iowa's State Representative Mary Masher, U of I Professor Paul Retish, and Laura Sands, Team Nutrition Grant Project Director. For more information contact Tammy Herbert, 1-877-696-2305 or www.isfsa.org. Early bird registration is \$50 includes all meals and events!●

Free and Reduced Price Meal Information

The 2002-03 Free and Reduced Price Meal Policy Statement and related information will be sent to school districts sometime in June. The Bureau of Food and Nutrition (BFN) has been notified that USDA is doing some major revisions to the prototype application. The purpose of the revision is to make the application process more user friendly. This means an application that is easier to understand, which hopefully will result in less errors in completion, as well as an encouragement to those who did not apply previously in regard to application complexity. The goal is to increase qualified applications while at the same time increasing program integrity by hopefully reducing program application errors.

Reminder--applications and policy statements will be sent to districts as early as possible. Once the revised prototype materials are received from USDA, the BFN needs time to add the Iowa specific information, print and distribute the materials. Please do not call our office inquiring about the status, this just slows up the process. Check the Bureau's web site for a message stating the materials have been mailed, if you do not receive your packet of materials within seven working days of the posting, then, please do call the office if your packet has not arrived. Packets are mailed to the attention of the Authorized Representative.

As in past years, any changes to the prototype application requires advance approval of the BFN!●

Q

A family submitted their 1040 tax form with their free and reduced-price meal application. Can this be used as documentation of their income?

A

The 1040 can provide documentation of their self-employment income (backside of the application). The frontside of the application asks for current income, which would only be reflected in a current pay stub!●

Free and Reduced Price Meal Applications – ICN Training

- Do you approve free and reduced price meal applications?
- Do you complete the free and reduced price meal policy statements and supporting materials?
- Do you ever have questions about the procedures?

If so, make plans now to attend a workshop entitled “Everything You Wanted to Know About Free and Reduced Price Meal Applications, But Were Afraid to Ask.”

This workshop focuses on frequently asked questions about the application approval process. You may submit questions in advance or as time permits at the end of the workshop. To submit questions in advance, e-mail your question to Janelle.Loney@ed.state.ia.us or send by Fax to 515-281-6548. Clearly label your question for **Free and Reduced ICN Training**.

This workshop will be conducted from 1:00-3:30 p.m. on Monday, August 12, 2002. Approximately 22 ICN sites around the state have been requested. See the enclosed registration form for the locations. These sites have not been confirmed. **We will not be adding any additional sites.** The registration deadline is Friday, July 19. We reserve the right to cancel any site that does not have 5 participants registered. Please check the Bureau’s web site for confirmed locations. The web site will also list those sites that have been cancelled due to low registration numbers. The cancelled sites should be on the web by July 31. The web address is www.state.ia.us/educate/ecese/fn/index.html. Click on the button labeled Free and Reduced ICN meeting●



2001-02 Meal Price Survey Results

National School Lunch Program

	Public <u>Schools</u>	Non-Public <u>Schools</u>
<u>Students</u>		
Average price	\$1.35	\$1.37
Most frequent price	\$1.25	\$1.50
Range	\$0.85-\$1.95	\$0.80-\$2.50

School Breakfast Program

	Public <u>Schools</u>	Non-Public <u>Schools</u>
<u>Students</u>		
Average price	\$0.74	\$0.72
Most frequent price	\$0.75	\$0.75
Range	\$0.40-\$1.15	\$0.50-\$1.30



Buy American

The Child Nutrition Reauthorization Act of 1998 requires schools participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to purchase, to the maximum extent practicable, commodities and products produced in the United States. Stan Garnett, Director, USDA Child Nutrition Division, reiterates this requirement in a recent memo received by the Bureau of Food and Nutrition. “Given the importance that Congress attaches to the ‘Buy American’ provision and the role this provision plays in helping to stabilize the American agricultural economy, it is essential that local operators understand the need to ensure that all purchases of agricultural commodities and food products comply with this statutory provision. The provision should be included in bid specifications to ensure compliance.”

This provision applies to all funds in the food service account, not just to Federal funds●

HACCP Training for Food Service Directors and Managers

Do you know that according to the Iowa Food Code schools must have present at all food service times a person who is familiar with food safety and sanitation?

Do you want to learn more about Hazard Analysis Critical Control Points (HACCP)?

Do you want to learn how HACCP can be implemented in your school or district?

Do you have the prerequisite programs needed to implement HACCP?

Learn the answers to these questions and more!!

When: June 14 3:00 PM – 7:30 PM
June 15 7:30 AM – 3:00 PM

Where: Express Way Motel
2850 Heartland Drive
Coralville, Iowa

Cost: \$25.00 (includes Friday PM refreshments, AM coffee and lunch on Saturday)

All participants will receive a set of the new HACCP training materials from the National Food Service Management Institute. Participants should have a food safety background.

Class size is limited to 45. **Registration deadline is May 24, 2002.** A registration form is included with this issue of the LunchLine or is available to be downloaded from the Bureau's web site.

Suggested overnight accommodations at the Express Way Motel, 2850 Heartland Drive, Coralville. (Exit 240 close to Coral Ridge Mall.) Special rate of \$35.00 (1 person) or \$40.00 (2 person) – you must bring your district tax exempt ID number on school letterhead to receive this rate. Purchase orders, cash, or credit card. For reservations call 319-545-2466 and identify yourself as attending the DE HACCP training!●

Food Safety Poster and Pocket Card

The Food and Nutrition Service is making available a Thermo™ pocket card and two Fight BAC!™ food safety posters. These posters can be used as a training tool and as a daily reminder for food service staff, on basic safe food preparation techniques. The pocket card is designed to introduce Thermo™ to school food service managers and to encourage the use of food thermometers in school food service establishments, while placing an emphasis on avoiding the temperature “danger zone.” The materials are available for free, see enclosed order sheet while supplies last!●

Commodity News

Summer Mailing Address

If you would like your first commodity order form mailed to your summer address, please let us know what it is. The first commodity order form will be available by mid-July. Internet and paper copies will be available.

Commodities ordered by mid-July will be for September deliveries, which will probably begin after Labor Day. If you have any questions call Dean Flaws at 515-281-4032!●

Council Members Complete Terms

The Bureau of Food and Nutrition wishes to thank the following individuals for their service on the Iowa Commodity Advisory Council:

Barb Rose, Grundy Center CSD
Helen Sass, MFL, MAR MAC CSD
Marlene Wright, Danville CSD
Connie Boldt, Knoxville CSD
Lynne Humphrey, Kuemper Grade School

They all served for three years from 1999-2002. All your efforts are greatly appreciated!

National School Lunch Week

National School Lunch Week (NSLW) will be held October 14-18, 2002. This year's theme is "Stars, Stripes and School Lunch." Patriotism is one thing that all Americans share—whether you live in big cities or small towns. Why not take advantage of this as you develop NSLW activities for your students?

To help you plan for NSLW, partner with teachers in your school and district. Find out what your students are studying in their history classes next fall and take this into consideration when planning your decorations and menus.

For example, work with your school's geography teachers to take your students on an "NSLW Road Trip." Take a U.S. map and hang it in your cafeteria. Decorate it with bright colored thumb-tacks of places of historical interest. Then plan your menus accordingly, offering a geography theme from the New York Sub sandwich to Golden Gate Grilled Cheese.

Invite local heroes—firefighters, police officers, and postal workers—to serve and/or eat lunch with your students. Give each student a special badge to wear during NSLW. The more you involve the students in activities, the more fun they'll have.

Check out the following patriotic websites for more information and ideas about celebrating American patriotism.

www.patriotism.org this web site features information to enhance knowledge of the people and the events connected with several patriotic holidays.

www.usflag.org a site dedicated to the Stars and Stripes, it includes information on the history of the American flag, as well as links to various government web sites.

<http://americanhistory.si.edu> the official web site of the Smithsonian National Museum of American History. Highlights that could prove helpful for NSLW planning include a virtual timeline and the Hands On History Room.

<http://educate.si.edu/president> the Smithsonian offers profiles and interesting information about America's presidents.

www.americaslibrary.gov this web site allows you to "meet" amazing Americans, go back in time or explore the states.

Menu Ideas

AMERICA THE BEAUTIFUL

- New York Sub Sandwich*
- Frontier Fries
- Oregon Trail Orange Slices
- Grand Canyon Cookie

PRESENTING THE COLORS

- Spaghetti w/Meat Sauce (Red)*
- Corn
- Garlic Bread (White)
- Blueberry Cobbler (Blue)
- Milk

A TASTE OF AMERICA

- Monumental Mac & Cheese*
- Heartland Wheat Bread Stick
- Star-studded Steamed Broccoli
- Forefathers' Fruit Cup
- Mom's Apple Crisp
- Majestic Mountain Milk

LIBERTY LUNCH

- Freedom Fried Chicken*
- Yankee Doodle Macaroni Salad
- Uncle Sam's Steamed Green Beans
- Constitution Corn Bread
- Justice-for-All Juice
- Melting Pot Milk

REAL AMERICAN HEROES

- Firehouse Chili in Toast Cups
- Soldiers' Celery & Carrot Sticks
- Rescue Worker Ranch Dip
- Officer Oatmeal Cookies
- Mail Carrier Milk

*These recipes can be found at www.asfsa.org/recipes or in ASFSA School Foodservice and Nutrition, April 2002.

School meals play a critical role in building a strong America. Nutritious school meals are as important to education as books, maps and microscopes. Tomorrow's American heroes eat school lunch today!

Are You on the TEAM Nutrition Team?

Most of you have been hearing of TEAM Nutrition since the mid 90's, but how many of you are on the TEAM? Do you know what all is included with the words TEAM Nutrition? Are you interested in improving the nutritional and physical activity health of the children in the community where you live and work? Would you like to know more, if so read on as the intent of this article is to answer some of those questions.

What is TEAM Nutrition?

USDA's TEAM Nutrition is an integrated, behavior based, comprehensive plan for promoting the nutritional health and physical activity of the Nation's children. The goal of TEAM Nutrition is to improve children's lifelong eating and physical activity habits through nutrition education based on the principles of the Dietary Guidelines for Americans and the Food Guide Pyramid. Schools are the key focal point for TEAM Nutrition, although there are other partners too.

How Does it Work?

TEAM Nutrition uses three strategies to change behavior:

Training and Technical Assistance

The focus of the training and technical assistance is on:

- Planning and preparing healthy meals that appeal to ethnic and cultural taste preferences in all Child Nutrition Programs;
- Linking meal programs to other educational activities, such as learning in the classroom and developmental progress in child care;
- Providing nutrition expertise and awareness to the school or child care community; and
- Using sound business practices to assure the continued availability of healthy meals and the financial viability and accountability of school meal programs.

Education

Through fun, interactive, integrated nutrition education children and their families are encouraged to make healthy food and physical activity choices as part of a healthy life style by:

- Eating a variety of foods;
- Eating more fruits, vegetables, and grains;
- Eating lower fat foods more often; and
- Being physically active

School and Community Support

School and community support for healthy eating and physical activity focuses on three behavior outcomes for school and community leaders:

- Adopting and implementing school policies that promote healthy eating and physical activity;
- Providing school resources adequate to achieve success; and
- Fostering school and community environments that support healthy eating and physical activity.

How Do I Learn More?

Visit the Bureau of Food and Nutrition web site. There you will find information about TEAM Nutrition as well as a link to the USDA's TEAM Nutrition Home Page listing a variety of information. At the site you will find a review of resources which have been developed to support the TEAM Nutrition initiative, many of which are available in PDF for downloading, and information on how to order materials, ideas of what is happening with the TEAM Nutrition initiative in other parts of the country.

If you don't have computer access or would like specific information about implementing TEAM Nutrition in your community, contact the Bureau of Food and Nutrition by calling 515-281-5356 or e-mail Janelle.Loney@ed.state.ia.us. Watch future issues of the LunchLine for additional information about TEAM Nutrition.



**Hazard Analysis Critical Control Points (HACCP) Workshop
June 14-15, 2002**

**Express Way Motel
2850 Heartland Drive
Coralville, Iowa 52241
319-545-2466**

**June 14 - 3:00 p.m. – 7:30 p.m.
June 15 – 7:30 a.m. – 3:00 p.m.**

Class size is limited to 45. Registration deadline is May 24, 2002.

It is strongly recommended that participants have a strong food safety background and/or certification such as ServSafe

Mail with check for \$25.00 per person made payable to:

Treasurer, State of Iowa- nonrefundable after May 30th

Send check and registration to:

**Janelle Loney
Bureau of Food and Nutrition
Grimes State Office Building
Des Moines, IA 50319
Phone 515-281-5356 Fax # 515-281-6548**

**Registration confirmations, schedule & directions
will be mailed May 30th to participants home address.**

District/School District Name: _____

District/School Address: _____

City Zip Code

Phone Number

Name: _____

Home Address: _____

City Zip Code

Phone Number

Name: _____

Home Address: _____

City Zip Code

Phone Number



ORDER NOW!

“Fight BAC!TM Posters” & “ThermyTM Pocket Cards”

Please place a check mark in the box and indicate how many of each item you would like to order.

QUANTITY:

- Schools Fight BAC!TM Poster _____
- Child Care Centers** Fight BAC!TM Poster _____
- ThermyTM Pocket Card _____
- Fight BAC!TM Laminated Pocket Card _____
 - English
 - Spanish
- Manager's Self Inspection Check List Tear-off Tablet _____
(50 sheets per tablet)

NAME: _____

ORGANIZATION _____

STREET ADDRESS (please no P.O. Boxes!) _____

CITY _____ STATE _____ ZIP CODE _____

PHONE: _____

MAIL or FAX your order to: Michelle Rosales
 USDA/FNS/CND
 3101 Park Center Drive, Room 632
 Alexandria, VA 22302
 Phone: (703) 305-2883
 Fax: (703) 305-2549

