



# Child Nutrition

## Summer Workshop

June 18-20, 2024



Education Service Center  
Region 15  
612 S. Irene St  
San Angelo, Tx



[www.esc15.net](http://www.esc15.net)

<https://apps.esc1.net/ProfessionalDevelopment/esc15>



**Dear Child Nutrition Directors and Staff,**

Please join Region 15 Education Service Center San Angelo and the Texas Department of Agriculture (TDA) for our annual Child Nutrition Summer Workshop.

This conference will provide workshop sessions for all staff that are a part of the Child Nutrition program. We will be offering many different sessions developed by TDA. The sessions presented at this workshop are also essential for meeting federal and state compliance for continued success in your program.

It is our desire that you and all your child nutrition staff will be able to attend the summer workshop this coming June. Please mark your calendar and begin making plans to join us as we work together to improve all school meals in our regions.

We would like to give thanks to the Texas Department of Agriculture (TDA) in helping us prepare to host the 2024 School Nutrition Summer Workshop.

Sincerely,

Brenda Tyler, Nicole Lindsey, Diana Chavarria, & Cindy Carriger  
Region 15 – Child Nutrition Staff



2024 ESC R15  
Child Nutrition  
Summer Workshop

# Online Registration Instructions

**All Participants must register online by May 17, 2024**

**01**

**Log into ESC Workshop Portal**

<https://apps.esc1.net/ProfessionalDevelopment/esc15>

**02**

**Select Workshops from the top red ribbon**

Search Child Nutrition Summer Workshop Sessions

**03**

**Select Workshop Session**

Click on Register, Complete Registration, Select Confirm Registration

You will receive a confirmation email from Professional Development.  
If applicable, please read all “Special Instructions”

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NATIONAL SCHOOL LUNCH PROGRAM



# Registration Checklist

(Please make sure you have completed all these steps)

- Register for Child Nutrition Summer Conference 2024
- Select Sessions for Wednesday
- Select Sessions for Thursday
- Print out “My Upcoming Workshops” for a list of all the sessions you selected

Participants MUST register for the conference  
AND  
select sessions for the days you plan to attend!

# Tuesday, June 18, 2024

Session Title - Session subject to change	Duration	Time	Room	Instructor
<p><b>HACCP Day 1</b> <b>Writing, Updating, and Revising a HACCP-Based Food Safety Plan for Schools Workshop (SNP):</b> An effective food safety program will help control food safety hazards that might occur during all points in foodservice – receiving, storing, preparing, cooking, cooling, reheating, holding, packaging, transporting, and serving. A truly effective food safety plan needs to be developed for a specific school nutrition program (SNP). By developing a food safety plan for the specs of a school (equipment, staff, physical location, etc.), the number of hazards can be significantly reduced for that site. The goal of this 2.5-day workshop is for participants to take a detailed draft of a school-specific, HACCP-based food safety plan back to their SNPs. This instructor-led workshop incorporates individual work, group discussion, partner work, pre-made templates, and other resources.</p> <p><b>**Note**</b></p>	8hrs	*8am-5pm*	Mesquite – Minimum 12 Max 25	Lori Muzquiz

**This is a 3-day session. Attendance for all 3 days is required to receive credit. If attendees register for this session, this is the only session they will be able to attend during summer workshop. Please be mindful of the times as well. Start & end time for each day is different for this session.**

**This session will require a 12 minimum participation registration. Session will be canceled if minimum is not reached by May 1<sup>st</sup>. This will give participants time to register for other sessions.**

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# Wednesday, June 19, 2024

Session Title	Duration	Time	Room	Instructor
HACCP Day 2 of 3	7hrs	**8am-4pm**	Mesquite Min 12, Max 25	Brenda Tyler
Eligibility & Verification 2day Session	6hrs – 12hrs total	9am-4pm	Live Oak Max 40	Nicole Lindsey
Fundamentals of USDA	5hrs	9am–3pm	Nueces Max 40	Diana Chavarria & Kimberli Burrows
Meal Counting & Claiming	6hrs	9am-4pm	Bluebonnet Max 50	Tarrah Moreno & Dee Dee Ortega
Meal Pattern	6hrs	9am-4pm	Llano Max 40	Dina Madera & Tricia Hayes
Front Line Employee	6hrs	9am-4pm	Concho Max 40	Carol Patterson & Travis Neville

## Course Description

**Eligibility and Verification Guidance (SNP):** This training will help CEs establish a foundation in policies and procedures to determine and document student eligibility to participate in the free and reduced-price meals offered in the NSLP and SBP, as well as learn required processes for verifying students' eligibility to stay compliant.

**Fundamentals of USDA Foods for Schools:** This course will provide fundamental knowledge in the areas of Entitlement, Menu Planning, Forecasting and DoD Fresh to allow for better use of entitlement funds in the new USDA Web Based Supply Chain Management (WBSCM) system. Which will be used to manage USDA Foods for the National School Lunch Program (NSLP) and Summer Food Service Program (SFSP) in the following areas: Ordering, Entitlement Management.

**Counting & Claiming System (SNP):** 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.

**Meal Pattern (SNP):** 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.

**Front Line Employees:** This comprehensive course will provide an overview of the purpose and scope of the school meals program. Participants will learn the importance of their role and day-to-day duties that contribute to the overall success of compliant food service operations. Participants will review and evaluate performance measures and professional competencies that demonstrate the required knowledge and skills that contribute to compliant food service operations.

# Thursday, June 20, 2024

Session Title	Duration	Time	Room	Instructor
HACCP Day 3 of 3	3hrs	9am-12pm	Pecan Min 12, Max 25	Brenda Tyler
Eligibility & Verification 2day Session	6hrs – 12hrs total	9am-4pm	Live Oak – Max 40	Nicole Lindsey
Food Production Records	6hrs	9am–4pm	Bluebonnet – Max 50	Diana Chavarria, Cynthia Whitfield & Katherine Artho
AR/Procurement	6hrs	9am-4pm	Concho – Max 40	Scott Wilkerson & Jill Irwin
Math for SN Professional	6hrs	9am-4pm	Mesquite – Max 20	Cindy Carriger
Food Allergies	3hrs	9am-12pm	Nueces – Max 40	Lisa Obenhaus
Smart Snacks	3hrs	1pm-4pm	Nueces – Max 40	Brenda Tyler & Yajarra Covington
Menu Planning	3hrs	9am-12pm	Llano – Max 40	Carol Patterson
Local Wellness	3hrs	1pm-4pm	Llano – Max 40	Travis Neville



## Course Description

**Food Production Records (Breakfast, Lunch, Snack) (SNP):** This course teaches the requirements of implementing and maintaining a compliant food production record keeping system to support the meal pattern for meals claimed as reimbursable for breakfast, lunch, and snack.

**The Administrative Review (AR) and Procurement Review (PR) Process (SNP):** 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.

**Math for School Nutrition Professional Basic Culinary (SNP):** 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.

**Food Allergies for School Nutrition Managers and Staff / Accommodating Special Dietary Needs (NSP):** Food Allergies for School Nutrition Managers and Staff is an in-depth training on managing food allergies in school nutrition programs. Food allergy management personnel who take this course will create an outline of a food allergy management plan or have an opportunity to strengthen their existing plan. This course includes information about food allergies, food intolerance, reading food labels, avoiding cross contact, accommodating students with food allergies, laws regarding food allergies, and educating the school community about food allergies.

**NSLP/SBP Smart Snacks (SNP):** This class provides an overview of Nutrition Standards for All Foods and Beverages (aka Smart Snacks) sold in schools outside of reimbursable meals. Participants will gain an understanding of how Smart Snacks will affect ala carte sales and fundraisers as well as how to use the Smart Snacks Calculator.

**Menu Planning for Healthy School Meals NSLP and SBP (SNP):** This class teaches menu planners of the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) how to plan a basic menu, advanced techniques that increase student acceptance and support nutritional requirements and tools that support the menu plan.

**Local Wellness Policy (SNP):** \*\*Participants need to bring their school/district's LWP to the course or have a digital copy readily available.\*\* This course is intended to position CEs to meet and exceed all the requirements of the Local Wellness Policy (LWP), while also supporting LEAs in tracking all updates and implementation efforts on an annual basis. They include a LWP template, a guide on the background and requirements for the LWP, an accompanying LWP checklist, and a Triennial Assessment Template to assist your local wellness committee with including all legislative requirements in the policy.

# Lunch

**\*\*Box Lunch will be provided Wednesday on us!  
(Participants are not required to stay.)\*\***

## **Some Restaurant Options:**

- Little Angels – 602 Pulliam St
- Paisano Restaurant – 1406 S Chadbourne St
- Armenta's Café – 1325 S Oakes St
- Jalapenos Locos – 7 E Ave K
- Twisted Root Burger Company – 333 S Chadbourne
- Zero One Ale House – 20 W Beauregard Ave
- Angry Cactus – 1605 S Chadbourne St
- Miss Hattie's – 26 E Concho Ave
- Cheddar's – 1309 Knickerbocker



# Hotels

Pearl on the Concho – 333 Rio Concho Dr	325-653-4500
Best Western by Wyndham – 1418 N Bryant Blvd	325-617-7990
Wingate by Wyndham – 3620 S. Jackson	325-284-3389
Staybridge Suites – 1355 Knickerbocker Road	325-653-1500
Home2 Suites – 2569 Southwest Blvd	325-942-9012
Courtyard by Marriott – 2572 Southwest Blvd	325-703-6400
Candlewood Suites – 4587 West Houston Harte Exp.	325-947-9400
Fairfield Inn & Suites - 1459 Knickerbocker Rd	325-482-9400



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**\* These are just a few hotels in the area. Many more available in the area\***

# Keep Safety in Mind

To keep everyone secure at our ESC, please keep these in mind:

- Doors lock before & after any of these times:  
Monday – Friday  
Unlocked from 8am – 9:15am  
Unlocked from 12:30pm – 1:15pm
- You may only enter through the West Entrance, East Entrance & South Entrance. *(Red stars on the map)*
- If you arrive late, leave, or step outside when the doors are locked, you will need to buzz in using the iPhone by the designated entrances.
- The East Parking Lot of the conference center provides the most parking.
- ESC R15 is a smoke free facility. Smoking is permitted a minimum of 20ft from facility.





# CONTACT

## Child Nutrition Staff



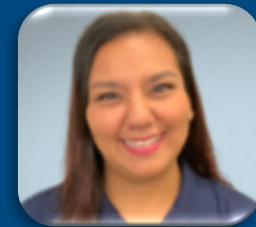
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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, 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 an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- 1. mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
- 2. fax:**  
(833) 256-1665 or (202) 690-7442; or
- 3. email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

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TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

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Food and Nutrition Division  
National School Lunch Program

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