

To: School Food Authorities

Subject: SFS-15-84 State Agency Program Training Sessions

The Louisiana Department of Education, Division of Nutrition Support will host two state agency training workshops for SFA directors/ supervisors. Sessions will focus on the administrative review, meal pattern, whole grains, CEP and additional CNP topics. See below for complete description.

To Register

- Email Melissa Campbell (melissa.campbell@la.gov)
- Provide name, contact information, location choice, whether you will order lunch and lunch/drink choice (if applicable). **Please read the lunch ordering procedure carefully for the location you choose.**

Baton Rouge Training Session

Date	June 24 – 25, 2015	
Location	Baton Rouge Diocese Westerfield Center 1800 S. Acadian Thruway Baton Rouge, Louisiana 70808	
Schedule	June 24	12:00 p.m. – 4:30 p.m.
	June 25	8:00 a.m. – 4:00 p.m.
Lunch	June 24	Participants should provide their own lunch, prior to the start of training. Please note that outside food/beverages may not be brought into the training center.
	June 25	Participants have the option to order a box lunch through the Baton Rouge Diocese Tracy Center (not CNP), for a cost of \$8.95. <u>Orders must be placed by June 10, 2015. Payment may be made (check or exact cash) on the day of training. Checks should be made payable to: Diocese of Baton Rouge.</u> Lunch options are as follows (includes chips, cookie and tea or lemonade): <ol style="list-style-type: none"> 1. Turkey & Provolone Cheese on Wheatberry Bread 2. Classic Club (ham, turkey, bacon, American cheese) on Kaiser bun 3. Chicken Salad Croissant

Alexandria Training Session

Date	June 30 – July 1, 2015	
Location	Gladys Higdon Instructional Resources Center 619 6 th Street Alexandria, Louisiana 71301	
Schedule	June 30	8:00 a.m. – 4:00 p.m.
	July 1	8:00 a.m. – 12:30 p.m.
Lunch	June 30	Participants have the option to order a box lunch (ham, roast beef or turkey) through McAlister's Deli, for a cost of \$9.00. <u>Orders must be placed by June 15, 2015. Payment may be made (cash only) on the day of training.</u>
	July 1	Training will conclude prior to lunch.

**STATE AGENCY PROGRAM TRAINING
BATON ROUGE JUNE 24-25, 2015
AGENDA**

WEDNESDAY, JUNE 24, 2015	
TIME	TOPIC
12:00 – 2:30	Administrative Review
2:30 – 2:45	BREAK
2:45 – 3:15	Verification
3:15 – 4:15	Direct Certification & Online Application

THURSDAY, JUNE 25, 2015	
TIME	TOPIC
8:00 – 10:00	Meal Pattern Offer vs Serve
10:00 – 10:15	BREAK
10:15 – 11:15	Whole Grains
11:15 – 12:00	HUSSC/F2S
12:00 – 1:00	LUNCH
1:00 – 1:30	Professional Standards
1:30 – 2:00	Civil Rights
2:00 – 2:15	BREAK
2:15 – 3:00	Paid Lunch Equity
3:00 – 4:00	CEP

**STATE AGENCY PROGRAM TRAINING
ALEXANDRIA JUNE 30 – July 1, 2015
AGENDA**

TUESDAY, JUNE 30, 2015	
TIME	TOPIC
8:00 – 10:00	Meal Pattern Offer vs Serve
10:00 – 10:15	BREAK
10:15 – 11:15	Whole Grains
11:15 – 12:00	HUSSC/F2S
12:00 – 1:00	LUNCH
1:00 – 1:30	Professional Standards
1:30 – 2:00	Civil Rights
2:00 – 2:15	BREAK
2:15 – 3:00	Paid Lunch Equity
3:00 – 4:00	CEP

WEDNESDAY, JULY 1, 2015	
TIME	TOPIC
8:00 – 10:30	Administrative Review
10:30 – 10:45	BREAK
10:45 – 11:15	Verification
11:15 – 12:15	Direct Certification & Online Application