

Division of Training and Program Outreach

April D. Catchings, Director

June 26, 2024

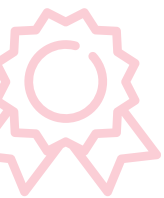
Office of Child Nutrition

mdek12.org



MISSISSIPPI
DEPARTMENT OF
EDUCATION





1

ALL Students Proficient
and Showing Growth in All
Assessed Areas



2

EVERY Student Graduates
from High School and is Ready
for College and Career



3

EVERY Child Has Access
to a High-Quality Early
Childhood Program

EVERY School Has Effective
Teachers and Leaders

4



EVERY Community Effectively
Uses a World-Class Data System to
Improve Student Outcomes

5



EVERY School and District is
Rated “C” or Higher

6



VISION

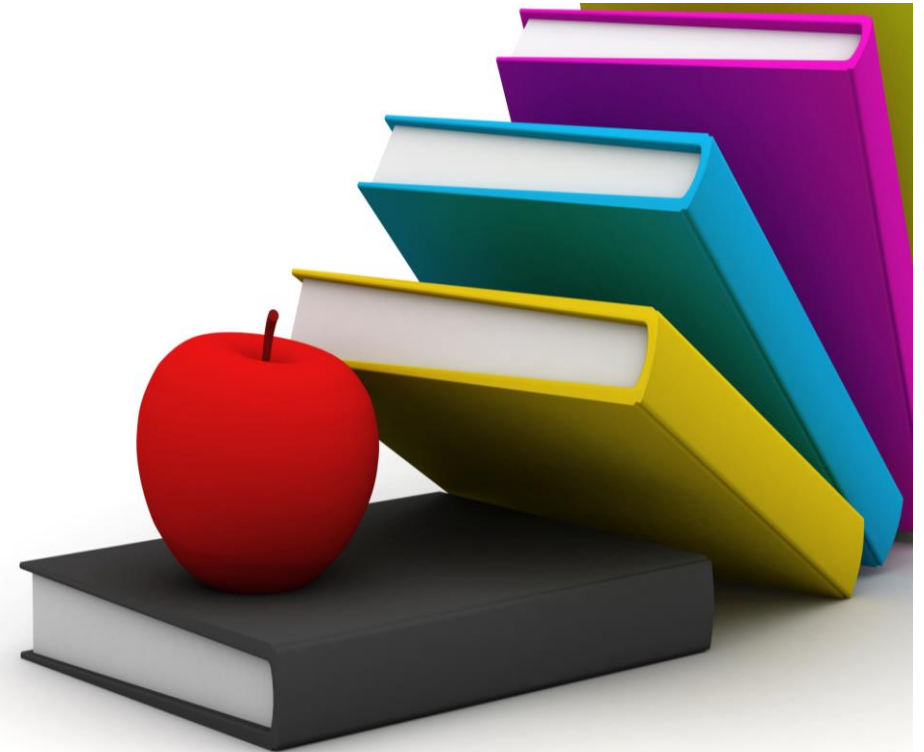
To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens



MISSION

To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community

Division of Training and Program Outreach





Managers Trained – 893




Professional Standards hours – eight (8) hours



Variety of ICN Topics

2024 **DECIDE** to Succeed Training

 **NEW** Managers & SFSAs Trained - **130**

 Professional Standards hours received: **twenty-four(24)**



Our Awesome **2024** DECIDE Trainers!

7

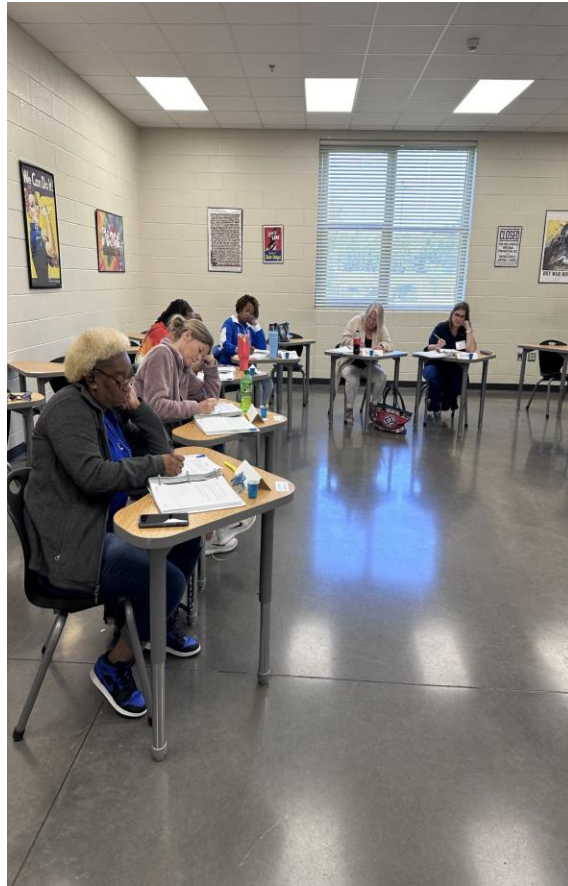
- Becke Bounds
- Mary Burks
- Jerry B. Cater
- Lark Christian
- Sue Ellen Coddling
- Jackie Henry
- Mary A. Hill
- Stephanie B. Hoze
- Martha Montiforte
- Rhonda Robertson
- Lynn Triplett



They were **EXCITED** and **READY!**

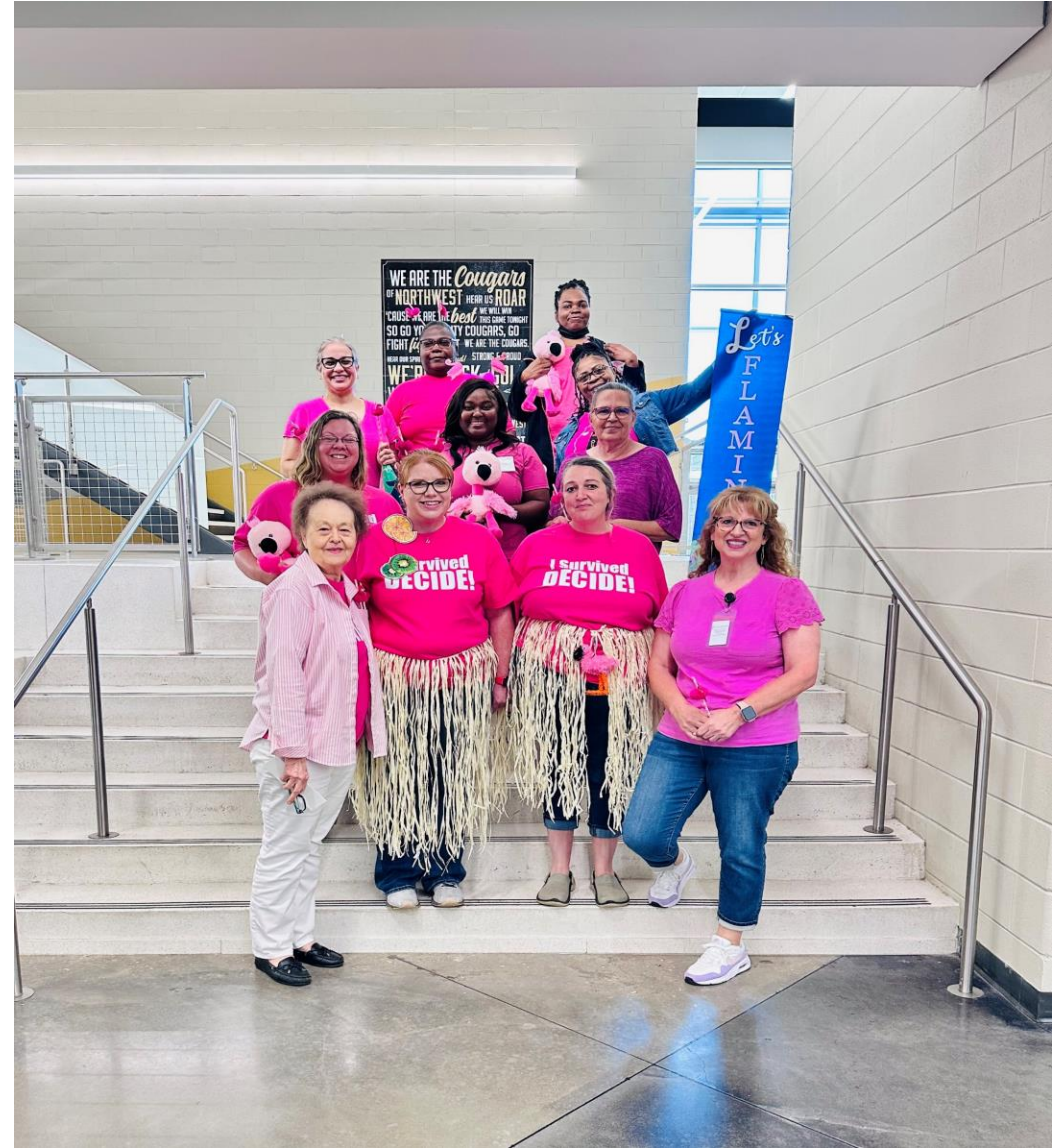


PEP Rally













The **AMAZING** RCSD “Lunchroom Ladies”



Understanding Professional Standard (PS)

- Final Rule
- PS Hours



Final Rule: Professional Standards Hiring Exception 16

Proposed Rule	Final Rule
Proposed to allow state agency discretion to allow medium or large local educational agencies (LEAs) to hire an individual without a bachelor's or associate's degree as a school nutrition program director, if they have at least ten (10) years of school nutrition program experience.	Allows the STATE AGENCY discretion to allow medium or large LEAs to hire an individual without a Bachelor's or Associate's degree as a <i>School Nutrition Program Director (SNPD)</i> , if they have at least ten (10) years of school nutrition program experience with an implementation date of July 1, 2024 .
	*Note: The MS Department of Education has not changed the State Board Policy to reflect this Final Rule.

- Must be tracked annually
- Keeps you in **compliance** with USDA and State Agency regulations.
- Serves as a **reminder** of your courses throughout the year.



- Title of Trainings
- Training Topics & Learning Codes
- Name of Person (s) providing the training
- Name of Person (s) receiving the training
- Date of training
- Total training hours received for each employee

(Note: OCN has a limited supply of Spanish Resource Material).

What tools can be used to Track Hours?

19

- USDA's Voluntary Professional Standard Tracking Tool (PSST).
 - Must have a USDA **eAuthentication** account.
- Self generated forms (i.e. excel spread sheet, Microsoft Word Document, etc.)



Professional Standards Learning Objectives

20



United States Department of Agriculture

Professional Standards Learning Objectives

The Professional Standards Learning Objectives are a resource for school nutrition professionals and trainers. This resource lists training topics in the four Key Areas of Nutrition, Operations, Administration and Communications/Marketing. Each Key Area has several Training Topics and specific learning objectives that will assist those who are planning or taking training. These same categories are used in the on-line database of trainings as well as in the optional Professional standards Training Tracker Tool.

TRAINING TOPICS BY KEY AREAS

KEY AREAS	TRAINING TOPICS
NUTRITION - 1000	Menu Planning (1100) Nutrition Education (1200) General Nutrition (1300)
OPERATIONS - 2000	Food Production (2100) Serving Food (2200) Cashier and Point of Service (2300) Purchasing/Procurement (2400) Receiving and Storage (2500) Food Safety and Hazard Analysis and Critical Control Point (HACCP) (2600)
ADMINISTRATION - 3000	Free and Reduced-Price Meal Benefits (3100) Program Management (3200) Financial Management (3300) Human Resources and Staff Training (3400) Facilities and Equipment Planning (3500)
COMMUNICATIONS AND MARKETING - 4000	Communications and Marketing (4100)

How many PS hours are required annually by USDA & SA? 21

- School Food Service Administrators (SFSAs).....**12 hours**
- Program Managers (PM).....**10 hours**
- Program Staff.....**6 hours**
- Part-time Staff (< 20 hours per week).....**4 hours**
- Satellite Managers (SM):
 - SM Training Agenda provided by OCN.
 - Agenda **must** be covered in detail with the SM, formed signed and returned to OCN Training Director.

New Hire Application

Application for Child Nutrition Certification

22

I. Type of Certification Requested: **Must provide an Official High School or College Transcripts. (Check only one)**

☐ Manager, Regular ☐ Food Service Administrator, Provisional (*Up to 2 years on*)
☐ Manager, Emergency ☐ Food Service Administrator II (*BS Degree Required*)
☐ Satellite Manager ☐ Food Service Administrator III (*MS Degree*)
☐ Assistant Manager ☐ Food Service Administrator IV (*PhD Degree*)

II. Person to Be Certified:

Last Name First Name MI

School District Name

School District Mailing Address

Phone Number

Applicant E-Mail

III. Reason for Certification Request: ☐ New Hire ☐ Promotion ☐ District Transfer

a. If transferred, district transferred from? _____

b. Hire Date _____ (actual date hired as Manager or SFSA)

c. Does the applicant have a *manager's* level ServSafe Certificate? ☐ Yes ☐ No

• If yes, please provide a copy of ServSafe certificate with the application.

• If no, include the date to complete servsafe class? _____

(*Must provide Certification Certificate within 30 days of hire date.*)

IV. Educational documentation **must** be submitted with this application. (*i.e.: High School Diploma, GED Certificate from an accredited institution, College Transcripts etc.*)

V. Authorized Signatures:

Applicant _____ Date _____

SFSA _____ Date _____

Superintendent _____ Date _____

***OCN use Only: Processed by:** _____ **Date:** _____

Year to attend: NAO _____ **DECIDE** _____

Revised: 8/16/23



MISSISSIPPI
DEPARTMENT OF
EDUCATION

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- Kenyetta M. Griffin, Farm to School Coordinator: kmgriffin@mdek12.org

This institution is an equal opportunity provider.

Full Non-Discrimination Statement link:



USDA
United States Department of Agriculture

AND JUSTICE FOR ALL

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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/officeofcivilrights/USDA-Discrimination-Complaint-Form>, or by calling (846) 682-6966, 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 mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
Fax:
(800) 895-1405 or (202) 690-7442;
email:
program.intake@usda.gov;

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La información del programa puede estar disponible en otros idiomas además del inglés. Las personas con discapacidades que requieren medios de comunicación alternativos para obtener información sobre el programa (por ejemplo, Braille, letra grande, grabación de audio y lenguaje de señas americano) deben comunicarse con la agencia estatal o local responsable que administra el programa o con el TARGET Center del USDA al (800) 795-6000 (voz y TTY) o comunicarse con el USDA a través del Servicio Federal de Transmisión de Información al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe completar un formulario AD-3027. Formulario de queja por discriminación del programa del USDA, que se puede obtener en línea, en <https://www.usda.gov/officeofcivilrights/USDA-Discrimination-Complaint-Form>, o al llamar al (846) 682-6966, o escribiendo una carta dirigida al USDA. La carta debe contener el nombre, la dirección y el número de teléfono del reclamante, y una descripción escrita de la supuesta acción discriminatoria con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR) por correo electrónico en inglés sobre la naturaleza y la fecha de la presunta violación de los derechos civiles. La carta o el formulario AD-3027 completado debe enviarse al USDA por correo de:

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