



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

May 25, 2016

Re: School Meals Overview Training: August 23, 24, and 25, 2016

The staff of the Michigan Department of Education's School Nutrition Programs Unit is pleased to announce a three-day training for food service directors/personnel. This comprehensive training is for School Food Authorities (SFAs) and Residential Child Care Institutions (RCCIs) and will cover items the staff must know to be in compliance with all program requirements.

Please plan to attend all three days, as different information will be presented each day. Day one includes: meal patterns, offer versus serve, production records, snacks, and product labels. Day two includes: application processing, direct certification and verification, civil rights, point of service, counting and claiming, food safety, local wellness policy, and smarter snacks. Day three includes: resource management, procurement, community eligibility, special dietary needs, professional standards, regulatory requirements, and administrative review findings.

Cost: No charge for training.

Date: August 23, 24, and 25, 2016

Time: 8:00 a.m. to 8:30 a.m. – registration each day
8:30 a.m. to 4:00 p.m. – training each day

Meals: Lunch will be provided each day.

Registration Deadline: August 12, 2016

Location: Delta Schoolcraft ISD (Large Conference Room)
2525 3rd Ave. South, Escanaba, Michigan 49829

[Registration](#) for the training is required, via the Eventbrite site. Space is limited, so please register early.

Persons with disabilities needing reasonable accommodations for effective participation in the meeting should contact the Michigan Department of Education Human Resources office at 517-373-3347 to request mobility, visual, hearing, or other assistance. Requests for accommodations should be made by August 8, 2016.

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