



School Nutrition Programs

This institution is an equal opportunity provider.

This weekly newsletter from the Indiana Department of Education (IDOE) is dedicated to providing education, training, and technical assistance opportunities to school nutrition professionals, helping to ensure seamless operations for those participating in the U.S. Department of Agriculture’s (USDA’s) Child Nutrition Programs. If you are the food service contact for your school or facility, please be certain that everyone on your team has access to this important information.

Tip of the Week

Warm up with Hot Chocolate Milk!
Did you know that chocolate milk warmed up tastes just like hot cocoa? Try something new and possibly boost breakfast participation by offering hot chocolate milk as a milk option. Schools can purchase fat free or 1% chocolate milk in bulk (rather than cartons) and warm up the beverage for meal service. Ensure an eight ounce portion is given, and the beverage can be offered as a milk option! The American Dairy Association Indiana (ADAI) has a [Hot Chocolate Milk toolkit](#) designed to help schools with this offering and includes instructions for different equipment types.

Closing today: Hot Chocolate Milk equipment grant. Apply [here](#).

Important Updates

Verification Summary Report (VSR)
Now that the traditional verification period has ended, sponsors must complete the VSR. The VSR can be found under the Reports tab in CNPweb and is available once the October claim has been submitted. All sponsors must complete the VSR, including residential facilities and schools operating Community Eligibility Provision (CEP) at all buildings. Reports are due by January 15, 2026. Instructions by operation type can be found below.

- [Schools - Regular or Partial CEP Claiming](#)
- [Schools - CEP Claiming](#)
- [Residential Facility - with Day Students](#)
- [Residential Facility - No Day Students](#)

Unsure where to start? Join the Indiana Department of Education (IDOE) tomorrow, Thursday, November 20, at 10 a.m. ET for a VSR Walkthrough webinar. Register [here](#).

Farm to School

Farm to School Month Scrapbook
Hoosier schools put in so much hard work to make Farm to School Month an amazing experience for students. IDOE applauds the effort schools exhibited, whether implementing new marketing initiatives, providing fun activities, dressing up in kooky costumes, or working to procure local food. Take some time to look back at this exciting month by viewing the [2025 Farm to School Month Scrapbook](#). Be on the lookout for the highlight one-pager for Apple Crunch and Food Day, coming soon!

Local Department of Defense (DoD) Fresh Offerings
Check out the amount of Midwest food that was distributed via the DOD Fresh program during Farm to School Month [here](#)! Indiana made progress in the purchase of local food items this year. The Indiana Grown for Schools network is looking to increase the Indiana options on the FFAVORS portal for school year 26-27.

USDA Foods

Direct Delivery “Order By” Reminder
As a reminder, schools must place USDA Foods Direct Delivery (Brown Box) orders in CNPweb by 10 a.m. ET the Monday of the week prior to the delivery period that your school would like to receive the delivery. Due to a system glitch, CNPweb has been allowing schools to place orders past this deadline. IDOE is working to fix this issue. However, any orders or edits after the 10 a.m. ET deadline cannot be honored and could result in an extreme delay in receiving the order. After the deadline, the delivery period will default to the next available delivery period for your area and a new order must be placed by your school.

Food Distribution Program Moving to PrimeroEdge
Early next year, the Food Distribution Program (FDP) will move from the CNPweb system to a new system in PrimeroEdge. The tentative roll out will be in mid to late January 2026, beginning with the annual pre-order forecast survey. IDOE will provide more details and training information as we get closer to the roll out period.

DOD Fresh Fruits and Vegetables Program
As a reminder, schools must enter their DOD Program receipts into the [FFAVORS](#) within two calendar days after the produce is delivered to your school.

USDA Foods Cancellations for SY 2025-2026
100309 Canned Carrots (Entire School Year)

100256 Frozen Strawberry Cups (January - September 2026)

USDA Foods Recipe Ideas
Use your USDA Foods [canned](#) or [frozen](#) corn for this [Mexican street corn](#) recipe submitted by Mother Theodore Catholic Academies of Indianapolis. This recipe may need to be adjusted to meet serving sizes and meal patterns.

Procurement

New Monthly Reconciliation Form
IDOE has a new [USDA Foods Monthly Reconciliation Report](#) form. This form is required during a procurement review and is a valuable tool for recording USDA Foods activities and transactions. This form can be found on both the [Procurement](#) webpage, under forms, templates and examples, and the [Forms and Checklists](#) webpage.

Training and Webinar Opportunities

In-Person Training: Meal Patterns & Offer vs. Serve (OVS)
IDOE is excited to offer in-person training for school nutrition professionals on breakfast and lunch meal patterns and OVS. This training is geared toward menu planners, but all are welcome.

All participants must register in advance for the desired training. Please register for only one session, as the content will be the same.

- Tuesday, December 2, from 1 to 3 p.m. ET at Kokomo Schools (721 W. Jackson Street, Kokomo, IN 46901) [Register here](#).
- Thursday, December 11, 1 to 3 p.m. ET at MSD of Martinsville (389 E. Jackson Street, Martinsville, IN 46151) [Register here](#).

Upcoming Webinars

- Verification Summary Report (VSR) on Thursday, November 20
- Culinary Skills for A+ School Meals Virtual Training
 - Maximizing USDA Foods for Nutritious and Cost-effective Meals
 - Pasta Perfection: Techniques for Great Flavor and Texture
- Surviving Your Inspection with Sharon Pattee with Indiana Department of Health, Wednesday, December 3, at 2 p.m.

Read more about these topics and register [here](#).

Please note: Artificial Intelligence (AI) notetakers must be disabled when attending an online training webinar or meeting hosted by IDOE’s School and Community Nutrition team.

Reminders

USDA Foods Ordering Reminder
Someone must be available to inspect, verify, and accept all USDA Foods deliveries. Keep in mind orders when inclement weather and school delays occur, as well as planned breaks, e-learning days, employee vacations, and holidays. Be sure to cross-reference school and personal calendars with available delivery periods before placing orders. If an order is placed and staff are unavailable to accept it, the school could still be invoiced for transportation, handling, restocking, fuel, and labor for that delivery.

State Match Resource
June 2025 State Match has been disbursed. Federal regulations require state agencies to contribute state matching funds to school food authorities (SFAs) on the National School Lunch Program. USDA calculates the amount states must distribute, and states choose how it is distributed among schools. Indiana distributes the match requirement based on the paid meals (fair share based on the number of paid meals at that SFA, compared to all paid meals in the state). Sponsors should treat state match funds like other school nutrition federal funds, but can decide how to distribute the funds among nutrition programs. Sponsors that claim using the Community Eligibility Provision (CEP) at all sites and are reimbursed for all meals at the free reimbursement rate will not have State Match funds distributed. To learn more, including instructions on how to pull a report of the funds received by site, please see the [State Match Fact Sheet](#). Questions about State Match can be directed to SCNfinance@doe.in.gov.

Connecting Families to Additional Food Resources
While the purpose of the United States Department of Agriculture (USDA) School Nutrition Programs is to ensure reliable access to nutritious meals for students *during the school day*, sponsors can also play a key role in helping to connect families to additional resources. Sponsors could consider the ideas outlined here for providing additional foods to students.

Verification Period Ending
The traditional verification period ended on Saturday, November 15. All final letters of determination must be sent by that date. The next step in the process is to complete the verification summary report (VSR). The VSR is due by January 15, 2026, and cannot be completed until the October claim has been submitted. Join IDOE on Thursday, November 20, at 10 a.m. ET for a VSR how-to webinar. Register [here](#).

Updates from Our Partners

Institute of Child Nutrition November Virtual Instructor Led Training (VILT)
The November VILT Training, titled Norovirus in Schools, will be held on Thursday, November 20, at 2 p.m. ET. Register [here](#).

Upcoming Dates



Thursday, November 20	Verification Summary Report Webinar
Monday, December 1	Final September Claim Date
Tuesday, December 2	Meal Pattern and OVS Training in Kokomo
Wednesday, December 3	Surviving Your Inspection webinar
Thursday, December 11	Meal Pattern and OVS Training in Martinsville
Friday, December 19	Smart Snacks Exempt Fundraiser Survey Closes

Additional Resources

- [School Nutrition Programs Calendar](#)
- [IDOE's Nutrition Webpage](#)
- [CNPweb](#)