

## SENDCAA NEWS

CACFP Edition | September 2021

### Record Keeping Requirement Reminders

#### Menus and Attendance

To receive monthly reimbursement menus and attendance must be recorded daily and they must be available for review on every home visit per the rules of the USDA. You may fill in the menu records daily as meals are served or fill in the menu records ahead of time and use as a shopping guide. The foods recorded must be served. If a substitution is made the food served must be recorded on the menu.

Meal counts must be recorded at the time of the meal or by the end of the day. When your nutrition educator visits, reimbursement will not be made for menus not recorded through the previous day. Menus and meal counts must be available for review and be current.

#### Manual Claim User Reminders

- Write your name, month and capacity at the top.
- Indicate, yes or no, if any split shifts are taking place.
- Write a date above each day recorded.
- Write each child's first and last name along with their age in alphabetical order.
- If an error is made when recording menus, be sure to indicate which days or meals are to be claimed. It is difficult to know whether menus that are listed, then crossed off, should be counted.
- When listing foods served, list what was used to make the food rather than the name of the dish. For example, casserole, spaghetti or tacos can be made several ways. Be specific when listing what was served; record type of meat/meat alternate on the meat/meat alternate line, such as ground beef or chicken and type of grain on the grain line, such as taco shell, pasta, etc.
- Record the kinds of cereal, fruit, crackers, muffins, etc. served. For example; Cheerios, Ritz crackers, bran muffins.

#### KidKare Users

- If you are a KidKare user, be sure that you are entering your meals in daily. If you do not enter your meals in daily, you will need to keep written documentation of meals and attendance until you get a chance to enter that data in. Home monitors cannot accept any menus or attendance that is not written down or entered into KidKare.

#### Claims

Be sure KidKare or Manual claims are submitted or postmarked by the **3rd** of each month. If a claim is too late to be counted in the totals sent to the State office, the provider will not receive a check that month but will receive it the following month.

#### Infant Menu Documentation

All infants, 6 months and older, are required to be offered all required components at all meals.

**If a child is not developmentally ready or a parent has given special requests on the introduction of solids, a reason needs to be documented on the menu of why components may be missing. If no documentation is recorded, deductions will be made for missing components.**

### Weekly Menu Ideas

SENDCAA Child & Adult Care Food Program		A Week's Worth of Menu Ideas				
	Monday	Tuesday	Wednesday	Thursday	Friday	
Breakfast	Blueberries Scrambled Eggs Milk	Banana WG English Muffin Milk	Orange Slices WG Wheat Chex Milk	Strawberries Bagel Milk	Pears Waffle Milk	
Lunch	Beef Sloppy Joes Corn on the Cob Grapes WG Bun Milk	Baked Chicken Breast Lettuce Salad Kiwi Pasta with Parmesan Milk	Beef Meatballs in Marinara Sauce Snap Peas Watermelon WG Spaghetti Noodles Milk	Grilled Cheese Sandwich Tomato Soup Mixed Fruit WG Bread Milk	Tuna Salad Corn Pineapple Pita Pocket Milk	
Snack	Honeydew Melon Pretzels	String Cheese Cucumber	Milk Graham Cracker	Cantaloupe Saltine Crackers	WG Cheerios Milk	

\*Whole milk is required for children 1 year of age/1% or skim milk is required for children 2 and older

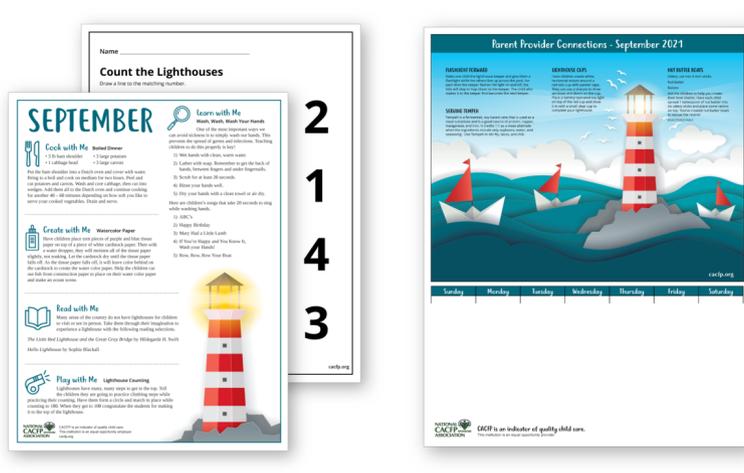
#### Apple Snacks

Apples are now in season! Instead of serving just sliced apples, add a little flair to them! Make a snail crawl across your plate, add a silly face to make your kids smile, or sail away with as apple boat and cheese sail!



### September Calendar Resources

The National CACFP Association has developed extra monthly resources to go along with your calendar. The Parent Connections newsletters are ready for you to add your own info at the bottom of the page; and the activities page contains a recipe, craft activity, movement activity and more. Click each picture to download the newsletter.



### Training Opportunities

Looking for more training hours? Check out our website for all of the available at-home training modules. SENDCAA training hours are Growing Futures approved and free to SENDCAA providers and their staff.

[2021 Calendar](#)

[Nutrition Facts Label](#)

[Infant Feeding Guide](#)

[Nutrition & Wellness Tips for Young Children](#)

[Identifying Whole Grain-Rich](#)

### Growing Futures

Can't remember which trainings you have completed? Log in to your Growing Futures account to see all the trainings in one list. Once logged in, choose the training tab along the top to view all your approved trainings. The most recent will be at the top of the list.

[Log into Growing Futures](#)

### Provider Profile

September's provider of the month is **Brigitte Kukowski**.

Brigitte's childcare began 16 years ago and has been participating on the food program since the beginning. "I love the food program! A great way to implement healthy eating habits and get great information on fun activities, crafts and more."

Favorite meal the kids enjoy the most is spaghetti with garlic toast and apples. The kids stay active with their favorite activities of building with blocks, Legos, playing on the waterslide bounce house, going for walks, playing outside and coloring or painting.

A funny story that recently happened; "We were on a walk the other day and a couple kiddos were acting up and not listening well. I was talking about karma and how they should be good and listen or karma may come around to them. Right after I said that a bird had pooped on one of the little boy's foot (who was not listening well) and I said see that is karma. They giggled and said they are going to listen from now on."

Thank you Brigitte for being a dedicated childcare provider!



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