

At-A-Glance Training Schedule for School Nutrition Programs

The following trainings are typically offered on an annual basis during the months indicated with shaded boxes/Xs on the table. Actual dates may vary slightly from year to year. Refer to the Minnesota Department of Education (MDE)'s [Training: School Nutrition Programs webpage](#) for further details (dates and registration).

Month	School Nutrition Essentials	School Lunch Scramble	Team Nutrition Training	Tuesdays @ 2 Webinars	Verification Training	Director Training	Recorded Training Materials
January	X			X			X
February				X			X
March				X			X
April			X	X			X
May				X			X
June		X					X
July							X
August	X		X				X
September				X	X		X
October				X		X	X
November				X			X
December				X			X

Brief Training Descriptions

School Nutrition Essentials	Offered two times per year, these sessions are designed to introduce essential operations for sponsors of School Nutrition Programs. Topics covered include approving free/reduced-price meal applications, meal pattern requirements, meal counting and claiming and policies and procedures. Recommended for new sponsors and new staff of current sponsors.
School Lunch Scramble	All-day conference style event in which participants select from a variety of school food service-related topics. Sessions are offered concurrently in both live and webinar formats. Recommended for administrative and food service staff.
Team Nutrition Training	MDE offers supplemental trainings through our U.S. Department of Agriculture Team Nutrition training grant. Topics covered have included Smarter Lunchrooms, Dietary Guidelines, culinary skills and the HealthierUS School Challenge. Training topics are determined annually. The next in-person Team Nutrition trainings will be held spring and summer 2018.
Tuesday @ 2 Webinars	MDE offers weekly webinars every Tuesday at 2 p.m. during the school year. The webinars are 30-90 minutes long. Topics covered include meal patterns, verification, claims reimbursement, Offer vs. Serve, food safety, wellness policies and more!
Verification Training	A webinar to explain the requirement of confirming eligibility for meal benefits under the National School Lunch and School Breakfast Programs. The verification process takes place annually between October 1 and November 15.
Director Training	One- or two-day training for school food service directors during Thursday-Friday of Minnesota Education Association (MEA) break. Topics and locations are determined annually.
Training Materials	Refer to the Training: School Nutrition Programs webpage for updated content and recorded webinars.