

Training Opportunities:

Basic Training Dates and Locations: The school meal program basic training course reviews the school meal program regulations and requirements. Intended for those individuals new to school meal programs, the course covers free and reduced-price meal eligibility process, reimbursable meal planning, counting and claiming meals, and much more. The course is held at the State Library of Ohio, 274 E. First Avenue, Columbus, 43201, on the dates noted below. Registration begins at 9 a.m. and the course runs from 9:30 a.m. – 2:30 p.m. To register, please visit the [CRRS training registration page](#).

- February 7, 2017
- April 4, 2017
- June 6, 2017

Pre-Administrative Review Workshop: This workshop prepares school food professionals for the administrative review process, details process, and discusses required documentation. Workshop sessions are scheduled to be held at the Ohio School for the Deaf, 500 Morse Road, Columbus, 43214. Registration begins at 9 a.m. and courses run from 9:30 a.m. – 2:30 p.m. Additional regional workshop dates and locations will be added and announced through this weekly email. To register, please visit the [CRRS training registration page](#).

- February 8
- March 6

Professional Standards Education Hours Feature Publication:

The office received approval from USDA to offer education credits toward the Professional Standards requirements through this weekly email. Below is this week's highlight publication. To count the education credits, the reader will need to keep an electronic or printed copy of the email with the questions answered. The office will publish the answers in next week's email and will highlight another policy memo or guidance document. This process will repeat in each weekly email throughout the year. Each weekly email review will count as 30 minutes toward the professional standards requirements.

This week's featured document is the USDA policy memo SP41-2016 "The Use of Share Tables in Child Nutrition Programs" published June 22, 2016 and Ohio Administrative Code Chapter 3717-1, Ohio Uniform Food Safety Code. . The professional standards topic code is 2000 Operations, 2600 Food Safety and HACCP, 2630 Federal, State, and Local Food Safety Regulations.

Using "share tables" is an innovative strategy to encourage the consumption of nutritious foods and reduce food waste in the National School Lunch Program (NSLP), School Breakfast Program (SBP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP).

"Share tables" are tables or stations where children may return whole food or beverage items they choose not to eat, if it is in compliance with local and State health and food safety codes. These food and beverage items are then available to other children who may want additional servings.

Share tables allow food or beverage items to be reused in a number of ways, depending on the Program's preference:

- Children may take an additional helping of a food or beverage item from the share table at no cost;

- Food or beverage items left on the share table may be served and claimed for reimbursement during another meal service (i.e., during an afterschool program when leftover from a school lunch); and/or
- Food or beverage items may be donated to a non-profit organization, such as a community food bank, homeless shelter or other non-profit charitable organization (see SP 11-2012, CACFP 05-2012, SFSP 07-2012, [*Guidance on the Food Donation Program in Child Nutrition Programs*](#)).

FNS Instruction 786-6 provides FNS the authority to allow the use of share tables and the recycling of food and beverage items in the child nutrition programs. The Instruction allows milk (when the milk carton is unopened and the proper temperature is maintained) and other meal components that are served to be retrieved for re-service if such a practice is permitted under local and State health and food safety codes.

School Food Authorities must consult with the county or local health inspection agency prior to implementing share tables to ensure compliance with local and state health and food safety codes. Additionally, [Ohio Uniform Food Code](#) is readily available for public review. Chapter 3717-1-03.2 discussed food protection from contamination after receiving. Further, schools must ensure that their policies for saving and sharing food or beverage items are consistent with the school food authorities' Hazard Analysis and Critical Control Point (HACCP) plan. It is important to keep in mind that local and State health and food safety codes may be more restrictive than the USDA share table requirements, or may place specific limitations on which food or beverage items may be reused.

The Instruction also states that food or beverage items should only be reused in situations where it is necessary to prevent food waste. It is important to note that when using a share table, school food authorities are able to claim the reimbursable meal at the point of service even if a child then puts one or more of the meal components on the share table.

If not yet implemented, [Offer vs. Serve](#) is an option to decrease plate waste. Additionally, page three of the guidance contains links for ideas and resources to decrease plate waste.

The following questions require review of the publication. Answers will be shared in next week's email:

Question 1: Breakfast today is a bagel (2 grains), 1 apple (1 cup) and assorted fat-free milk. The school practices offer vs. serve. Jimmy dislikes apples and milk. Jimmy selects the bagel and goes to the cashier. The cashier tells Jimmy he must pick the apple at the very least to have a reimbursable meal. Jimmy sighs, grabs an apple, checks out with the cashier and immediately places the apple on the share table. Is Jimmy's meal reimbursable? Why or why not?

Question 2: Prior to implementing a share table, whom must a school food service program contact to ensure compliance with state and local health and food safety codes?

Question 3: True or False: A school food authority must address share tables within their Hazard Analysis and Critical Control Point (HACCP) building plan.

Question 4: Name one of the USDA resources for school food authorities interested in reducing food waste.