

# CACFP

# MONTHLY UPDATE

## In this issue of the CACFP Monthly Update

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Welcome to this month's edition of the CACFP Monthly Update! The Monthly Update is your one stop to stay informed about all the updates, changes and exciting things happening in the Child and Adult Care Food Program.

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# Common Review Findings

As CACFP Nutrition Consultants have been completing administrative reviews, there are a few items that are being noted as findings on a more frequent basis, including:

Standardized recipes- Institutions are not consistently creating standardized recipes for homemade, mixed food component dishes. A list of ingredients for a dish is not a standardized recipe. Standardized recipes are required in the CACFP for homemade, mixed food component dishes, such as casseroles, soups, pizza and quiches. Standardized recipes show that the menu item meets CACFP meal pattern requirements. Meals in which homemade, mixed food component dishes are served and don't have a standardized recipe may not be creditable and may be disallowed.

Standardized recipes are written documents with the following parts:

- Name of the recipe (which should match the way it is listed on the menu)
- List of all ingredients and the amount of each needed for the recipe
- Specific instructions on how to make the recipe
- Serving size and crediting information

More information regarding how to create standardized recipes can be found on the National CACFP Association's website here- [Standardized Recipes- National CACFP Sponsors Association](#), and a sample standardized recipe template is available on Maine Dept. of Education- Child Nutrition's website here- [Child Nutrition- Standardized Recipe Template for CACFP- 6.20.24.docx](#)

**Implementing milk service**- Some institutions are not serving milk properly as part of meal service. Additionally, some institutions may not be purchasing enough milk to meet meal pattern requirements. This is evidenced by looking at the amount of milk purchased on receipts/invoices and comparing to the estimated amount of milk needed to serve the number of meals claimed during the same review month. Remember that milk types by age group must be listed on posted menus and recorded on portion menus. Here are a few other reminders regarding serving milk in the CACFP (originally posted in the February 2024 edition of the CACFP Monthly Update)-

- When serving milk family style, pitchers of milk are available and passed around the table and participants serve themselves (with adult assistance as needed).
- Enough milk must be placed in pitchers to provide the minimum serving size for each participant seated at the table.
- Participants determine how much milk they want to take; however, they should be encouraged to take the minimum serving size. When using pre-plated service, when staff pour milk for participants, the minimum serving size must be poured into each cup.

With both meal service methods (family style and pre-plated), programs must use cups that are large enough to hold the minimum serving size of milk required for each age group.

Several Sponsors have shared that when the full minimum serving size of milk is served to some children, that the children don't drink all of it, which creates waste. One solution that Sponsors could consider when implementing family-style meal service or unitized meal service is to have child sized pouring pitchers on the table filled with milk and allow children to serve themselves (with adult assistance as needed). You need to ensure that enough milk is available on the table to ensure that each child could

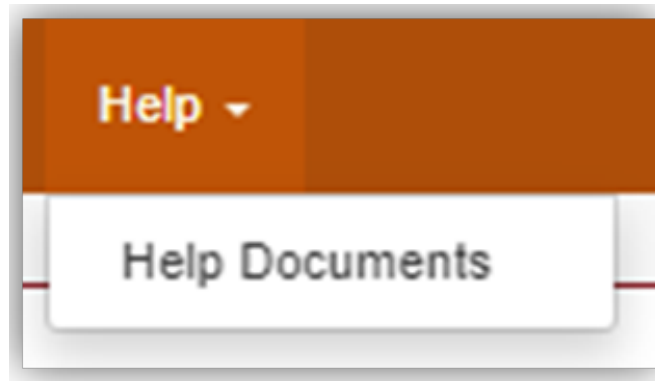
take the minimum serving size. However, the full amount of milk does not need to be in the child sized pouring pitchers. You could have the remaining amount of milk needed for the meal service left in the original milk container and place the container on ice/ice pack on the table, so it is available to refill smaller pouring pitchers if needed. The milk in the original container needs to be kept at safe temperature (40 degrees Fahrenheit or less). If this method is used, any milk in the original container that was kept at proper temperature can be returned to a refrigerator after meal service and used for another meal service. This will ensure minimum amounts of milk are available to participants and may help avoid waste.

The following link takes you to a helpful publication developed by the Wisconsin Department of Public Instruction- [CACFP Training Spotlight: Serving Milk](#) (wi.gov) which provides additional information regarding serving milk, including selecting appropriate cup sizes. If programs are concerned about cups size and spills, sippy cups are a possible solution.



# Do You Need to Add/Remove a User or Site in CNPweb?

To request a change or update, log in to CNPweb and click on “Help” at the top of the screen



Then click on the form you need:

[CACFP CNP Web User Access Form](#)

[CNPweb Agreement Revision Form](#)

Please follow the instructions on the form to request the changes needed. Forms should be completed by the Authorized Representative listed in the “Application” section of the agreement. All completed forms should then be emailed to [child.nutrition@maine.gov](mailto:child.nutrition@maine.gov) for approval. ***Once changes are made/completed the Authorized Representative will receive an email.***

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## CACFP Memos

All Child Nutrition Program Memos are posted here:

<https://www.maine.gov/doe/schools/nutrition/laws/policymemos>

# **CACFP Annual Training**

**April 15, 2025**

**Registration 7:30am - 8:30am**

**Training begins at 8:30**

Join us for the Mandatory CACFP Annual Training—a comprehensive event designed to equip both food service professionals and administrators with the latest knowledge, skills, and best practices to enhance your Child and Adult Care Food Program. This year's training will feature a variety of general session topics that address key issues affecting the CACFP community, as well as specialized training tracks tailored to your role.

General Sessions will cover important updates, program regulations, and strategies to ensure successful participation in CACFP.

- Food Service Sessions: Focus on meal planning and nutrition guidelines, these sessions are designed for food service staff looking to elevate the quality of their meal service.
- Administration Sessions: Tailored for administrators and program managers, these sessions will cover financial tools, budgets, and audit requirements.

**\*\*The first administration session is required for  
Sponsors of Centers/Unaffiliated enters.\*\***

Whether you're looking to deepen your expertise in food service or strengthen your administrative skills, this required training offers valuable insights and practical tools for everyone involved in the CACFP. Don't miss this opportunity to connect, learn, and grow with other professionals in the field!

**Registration ends April 4, 2025.**

**The registration link is above in the title of the training.**



# Other CACFP Training

## National CACFP Association- Child Nutrition Conference

April 14-18, 2025

<https://www.cacfp.org/conference/>

## Institute of Child Nutrition Training Resources for CACFP Professionals

<https://theicn.org/cacfp/>



**Free Webinar**

**An Egg-cellent Adventure:  
Eggs in the CACFP**

**Tuesday, June 3  
2:00 pm - 2:30 pm Eastern**

NATIONAL CACFP ASSOCIATION

cacfp.org

### An Egg-cellent Adventure: Eggs in the CACFP

**Tuesday, June 3 | 2:00 pm - 2:30 pm Eastern**

Get ready to shell-ebrate this #CACFPCreditable favorite! We'll crack open creative ways to serve eggs in your CACFP menus, highlight our CACFP Creditable Spotlight Resource and share tips on how to include eggs in your menu planning. Whether scrambled, boiled or baked into something delicious, eggs are a powerhouse ingredient! Let's explore all the ways to make them work for you.

1. Discover new and creative ways to incorporate eggs into your CACFP meals while meeting meal pattern requirements.
2. Learn how to choose the right egg for crediting, cooking, and substituting when needed.

*Presented By: Isabel Ramos-Lebron, MS, RDN, LD, Senior Nutrition Education Specialist, National CACFP Association*

To Register: <https://info.cacfp.org/ap/Events/Register/v5FjQNdcKCyCm>

# April 8th is National Empanada Day!

## Black Bean Empanadas



### NUTRITION INFORMATION

245 cal., 7 g pro., 9 g fat, 7 g sat. fat, 35 g carb., 5 g fiber, 511 mg sod., 2 g sugars

[Print Recipe](#)

[Send Recipe](#)

### SERVINGS

16

### MEAL PATTERN

1-oz.-eq. meat/meat alternate OR ¼ cup vegetables (beans/peas/legumes), 2-oz.-eq. grains

### CUISINE

Mexican, South American

<https://schoolnutrition.org/recipe/black-bean-empanadas/>



[Print](#)

## BEEF EMPANADAS

SERVINGS: 50

These golden brown pastries are filled with flavorful ground beef and cheese. Easy to make using biscuit dough to make the perfect pocket sandwich.

### INGREDIENTS

5 pounds Ground beef, browned, drained and chilled  
2 tablespoons Garlic, granulated  
2 tablespoons Onion powder  
1 tablespoon Red pepper flakes, crushed  
1 tablespoon Salt, kosher  
½ tablespoon Black pepper, ground  
12½ cups Mozzarella cheese, shredded  
3 cups Cilantro leaves, fresh, chopped  
¼ cup Vinegar, red wine  
50 each Biscuits, thawed

### RECIPE NOTES

Crediting: 2 oz. eq. meat/meat alternates, 2 oz. eq. grain

### INSTRUCTIONS

1. In a large mixing bowl, combine all the beef filling ingredients.  
**CCP: Hold cold until assembly.**  
NOTE: Filling can be made the day before assembly
2. Roll each thawed biscuit into 6-inch rounds or flatten each one with your hands. Do NOT use pan spray on your work surface.
3. Portion a full ½ cup of the beef filling in the center of each biscuit round.
4. Fold each empanada in half, stretching the dough to seal. Use a fork to crimp the edges.
5. Place on parchment lined – sprayed baking sheets.  
NOTE: Make ahead and store frozen until baked
6. Bake the empanadas at 350°F for 20-25 minutes until golden and filling reaches 165°F for 15 seconds
7. Hold Empanadas, uncovered, hot until service.
8. Serve with Cheesy Cilantro-Lime Sauce.

<https://healthyschoolrecipes.com/recipes/beef-empanadas/>

# Team Nutrition Cooks!



Team Nutrition Cooks! is a series of cooking-based nutrition activities for out-of-school and afterschool programs, for children around ages 8 to 12 years old. These activities can spark children's interest in trying new foods and help empower them with skills for independence. Cooking can also help kids become more interested in making healthy food choices that can help build and support good eating habits throughout their lifetime.

Team Nutrition Cooks! contains five modules, and each module is centered around a kid-friendly recipe that can be prepared at your afterschool or out-of-school program site. Step-by-step instructions for each module are included in this activity guide. Modules can be done in any order you choose, and you can spread them out over the course of a week, month, or year.

## Free Materials:

Activity Guide for instructors and staff

Family Handouts for parents and families

Skills Videos for each recipe

To Place an Order Visit: <https://www.fns.usda.gov/tn/cooks>