

# *Child Nutrition Thursday Update*

SUN Meals (SFSP) Training

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Local Foods Training - Cooking with Early Maine Harvest

ServSafe Class & Exam

Foundational Fish Skills Training in OOB



# Training Opportunities

March 26, 2026

9:00-12:00

Child Nutrition Office

90 Blossom Lane, Augusta

OR

April 9, 2026

9:00-12:00

Dennis Paper

101 Mecaw Road, Hampden

This training is for Summer Food Service Program Sponsors who have recently operated the program. It is mandatory that Summer Food Service Program Sponsors receive training in order to qualify to operate the program. The training will include an overview of program regulations and highlight areas where additional training is needed and tips for program promotion.

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April 30, 2026

9:00-12:00

Child Nutrition Office

90 Blossom Lane, Augusta

This training is for new Summer Food Service Program Sponsors who would like to operate the program. It is mandatory that all Summer Food Service Program Sponsors receive training in order to qualify to operate the program. The training will include a detailed overview of program regulations, tips for successful operations, and ample opportunity for questions. Experienced sponsors are also welcome to register for this training if they would like to have a more detailed training.

# The Child Nutrition List Serve is now the EnGiNE - National School Lunch Program Information Portal

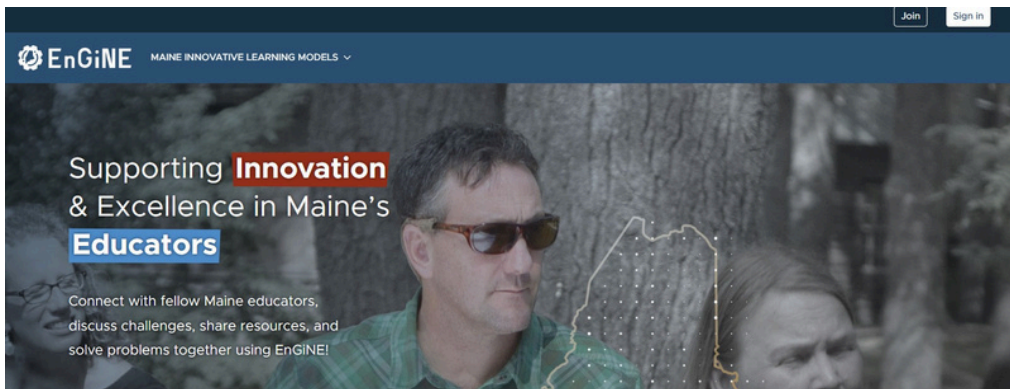
- Join EnGiNE using this [link](#).
- Use your school email address, access to EnGiNE will be faster.
- No matter how many schools there are in your District, register just one time.  
Once you have EnGiNE access, you need to enroll in the
- *National School Lunch Program Information Portal* here.

If after you enroll, if you do not receive emails, please

- check your Spam/Junk folders and reach out to your District's IT Department and ask them to white list [learn.moodle.rrev-engine.com](http://learn.moodle.rrev-engine.com) and [engine.maine.gov](http://engine.maine.gov)

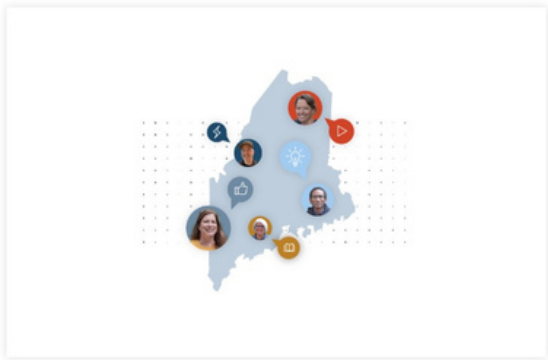
Email us with questions, [child.nutrition@maine.gov](mailto:child.nutrition@maine.gov)

The Thursday Update will still be accessible on our website.



1 - Sign in to EnGiNE

2 - Enter Username and Password

A white login form with two input fields: "Username" and "Password". Below the "Username" field is a link "Forgot Username?". Below the "Password" field is a link "Forgot password?". A blue "Sign In" button is at the bottom left of the form. Below the button is a link "Create an account".

3 - Click "Learning Opportunities"

A course card for the "National School Lunch Program Information Portal". It features a blue header with a star icon and the text "CHILD NUTRITION NATIONAL SCHOOL LUNCH PROGRAM INFORMATION PORTAL". Below the header is the title "National School Lunch Program Information Portal" and a folder icon labeled "Child Nutrition". At the bottom is a blue button that says "Enter this course".

4 - Click "Enter the Course"

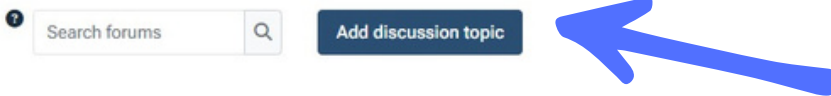


The content area of the course, titled "NATIONAL SCHOOL LUNCH PROGRAM INFORMATION PORTAL". It includes a "Mark as done" button, a section for "About this Portal", "Latest Announcements", and "Questions &amp; Suggestions from the Field!". A message states "All Messages Are Posted In 'Latest Announcements'".

5 - "Click Question & Suggestions from the Field"



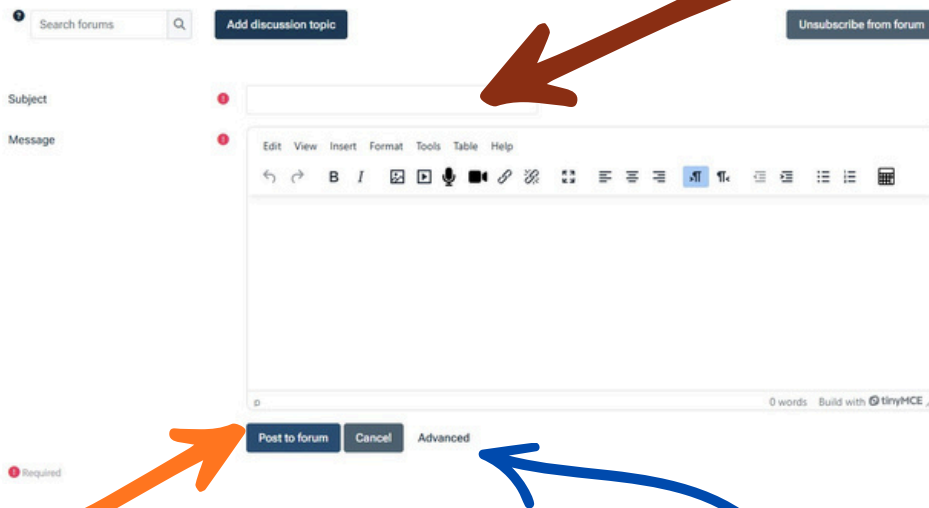
## Questions & Suggestions from the Field!



6 - Click “Add Discussion Post”

7 - Add Subject of Your Message

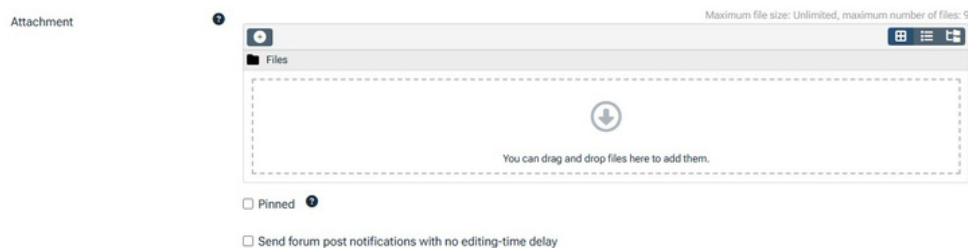
## Questions & Suggestions from the Field!



8 - Add Your Message

9 - Post to Forum

9-1 - If you need to, you can add an attachment before posting to the forum



Once you have added your attachment, click “Post to Forum”

You can change how you receive messages  
from the Portal

While you are in the National School Lunch  
Program Information Portal, click on your  
profile circle



Profile
Grades
Private files
Reports
Preferences
Switch role to...



Click "Preferences"

## User account

Edit profile

Preferred language

Forum preferences

Editor preferences

Calendar preferences

Content bank preferences

Security keys

Message preferences

Notification preferences

To change how you received Portal messages, click “Forum Preferences”



Choose your option from this dropdown.

## Forum preferences

Email digest type ? No digest (single email per forum post) ▾

Forum auto-subscribe Yes: when I post, subscribe me to that forum discussion ▾

Use experimental nested discussion view No ▾

### Forum tracking

Forum tracking No: don't keep track of posts I have seen ▾

When sending forum post notifications ? Mark the post as read ▾



Save changes

Cancel

Save your changes.

# USDA Policy Memo

A recent USDA memo has been added to our [website](#) “Incorporating Local Beef into Child Nutrition Program Meals”.

This memorandum provides helpful resources and strategies for Child Nutrition Program (CNP) operators and ranchers to incorporate local beef into school meals. Resource topics cover procurement, funding resources, food safety, crediting, and technical assistance contacts from the Farm to School Program.

# Maine Dairy & Nutrition Council SUN Meals Milk Cooler Grant

The Maine Dairy & Nutrition Council SUN Meals Milk Cooler Grant application is now open! Schools may apply for up to three soft-sided coolers to keep milk cold during summer meal service.

Click [HERE](#) to apply!

Please reach out to Katie Hoffman with any questions at [catherine@drinkmainemilk.org](mailto:catherine@drinkmainemilk.org)



# State Match Payment to Public Schools Only

The State Match is a onetime payout to NSLP public schools based on the number of lunches served from July thru December of the current year. The number of lunches served gets applied to a specific pot of money and prorated.

To view your state match amount, go to the Payment tab in CNPWeb. The State Match payment is deposited the same way your claim reimbursements are deposited. Deposits will show as “Education School Nutrition State Funds Lun/Brk”. The MEFS revenue code for the fund is #3250.

If you have any questions, please contact Jodi Truman at [jodi.truman@maine.gov](mailto:jodi.truman@maine.gov)



**LET'S GO!**

The Culinary Skills for School Meals training is a 5-day hands-on intensive culinary training for school nutrition professionals focusing on foundations for food service, including knife skills, cooking techniques, and kitchen efficiencies, to improve the culinary skills of school nutrition professionals.

## 2026 Training Details

- August 3-7 | Noble High School, North Berwick
- August 10-14 | Edward Little High School, Auburn
- August 17-21 | Hampden Academy, Hampden
- September 21-25 | Presque Isle High School, Presque Isle



[Click here to apply to attend!](#)

Learn more about the Culinary Skills for Schools Meals training, see the list of past participating school nutrition programs, and photos at [LetsGo.org/CulinarySkills](https://LetsGo.org/CulinarySkills) or scan the QR code with a smartphone.



This training is made possible with funding from Full Plates Full Potential in collaboration with MaineHealth.

# **Important Update for At-Risk Sites – Meal Production Counts Required**

**Beginning March 1, 2026, all At-Risk sites will be required to record the number of meals produced each day.**

**To support this change, we have updated the Meal Count Form on our website to include a section for documenting meals produced. We encourage sites to begin using the updated form to ensure compliance with the new requirement or update your in-house form. If you have any questions about this change, please don't hesitate to reach out to Kobi Chase [kobi.l.chase@maine.gov](mailto:kobi.l.chase@maine.gov)**

# Net Off Invoice

Several LEA's have not used any NOI lbs. or very few, less than 40% of their allotment.

After Friday, March 13, unused lbs. will begin to be moved to LEAs that have used their lbs. and could use more.

# USDA Foods

March (1st-15th) is the **last month** that you will be able to use your PAL entitlement dollars to purchase extra items.

- PAL entitlement does not carry over from year to year so **if you don't use it, you lose it.**
- Bonus items ordered in April for May delivery do not come off your PAL entitlement.
- Whatever is left in inventory after the March order **WILL** be delivered to you in May. **No exceptions! These cannot be refused or returned to PFG.**
- You have from **March 1st-13th** to place your monthly order for delivery in April.

# March Monthly Order

The Monthly Order runs from the 1st-15th.

- If the 15th of the month is a Saturday or Sunday, the monthly order will close on Friday at 4:00pm.
- If it is not, the closing date is simply the 15th at 4:00pm.

**Orders cannot be refused or sent back to PFG once shipped.**

## USDA Foods - Extras/Surplus

If you have any remaining Planned Assistant Level (PAL) dollars left to spend, you can order Extra/Surplus. To see what you have left for PAL, check “Entitlement” on the Sponsor Summary page under FDP in CNPweb.

To order Extras/Surplus USDA Food Items in CNPweb

Select “Allocation” tab

Ordering Extras/Surplus **IMPORTANT - This is a 2-step process**

If you want these items to arrive with your monthly order, you must go back to the “Orders” tab and follow the same steps as if you were placing your monthly order.

If you do not do the second step, you will NOT receive the items.

Directions on how to order Extras/Surplus can be found on the

**USDA Foods** page of our website under the

“How to Order Extras/Surplus” dropdown.

# Child Nutrition Training

- All of any kind will be removed from the virtual training.
- The links to register are in the training titles - unless otherwise noted.
- We are unable to hold virtual and in person training simultaneously.
- All of our webinars are recorded and put on our website within a week of the training.
- Pay attention to registration deadline dates. Deadlines must be adhered to.
- Be sure to register to ensure that we have enough space for everyone.
- If there is a registration fee - Per Maine DOE policy, payment is due by credit card at the time of registration.
- Mark your calendars once you have registered.
- If State offices are closed webinars/trainings will be rescheduled. Anyone who has already registered will be notified of the new date and time.

If you have any questions about any of the Child Nutrition Training, please contact Paula at [paula.nadeau@maine.gov](mailto:paula.nadeau@maine.gov)

# Webinars

paula.nadeau@maine.gov

## Community Eligibility Provisions (CEP)

Registration link is in the date and time.

March 27, 2026

10:00am

This program allows districts/schools/group of schools to claim free meals based on the number of enrolled students that qualify based on the Direct Certification List (DC). This webinar will help explain the process and time line for applying for CEP.

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## Meal Counting in Alternative Serving Locations: Requirements & Best Practices

March 30, 2026

1:30pm

This must-watch webinar is designed for schools that operate alternative serving locations- where meals are served outside of the traditional cafeteria. These locations may include classrooms, hallways, and other areas. We will review how to accurately count meals at the point of service, or when a student receives a reimbursable meal. We will also discuss common review findings related to Breakfast in the Classroom and Pre-K meals served in the classroom, along with best practices to support compliance.

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### **Did you miss a webinar?**

You can view it by going to the Webinars and Training page of our website.

# ServSafe Exam

**This is the last exam we will be offering this school year!**

**2:00pm**

March 26, 2026

Child Nutrition Office

Deering Building

Room 101

Augusta

Arrive early, testing begins promptly at 2:00. Bring photo ID (you will not be able to take the exam if you do not have your ID), pens or pencils, erasers. Once test has begun no late arrivals will be allowed to take the exam.

**Per Maine DOE policy, payment is due by credit card at the time of registration.**

**Registration ends on March 6, 2026.**



# MDOE REGIONAL FARMER-SCHOOL MATCHMAKING

SCHOOL FOOD BUYERS

MAINE FARMERS

DISTRIBUTORS

FRIDAY, MARCH 13  
1:00 - 4:00 PM

**RSVP:**

<https://forms.gle/FMw1GHoPvD2YKfeVA>

James Doughty Middle School, Bangor ME Friday March 13<sup>th</sup> 1-4PM



# **Local Foods Training** **Cooking with Early Maine Harvests**

**March 11, 2026**

**10:00am-1:00pm**

**Child Nutrition Culinary Classroom**

**90 Blossom Lane**

**Augusta**

How do we keep local foods on the menu when Maine's growing season slows down? This training supports cooking and sourcing local foods across all seasons, focusing on Maine's early spring bounty! Participants will learn strategies for sourcing Maine products year-round, and how Maine's Harvest of the Month can help support these efforts. Through recipe demonstrations and hands-on cooking methods, we will explore different ways to prepare and cook with local ingredients every season!

# ServSafe Class & Exam

April 21 & 22, 2026

Gorham High School

41 Morrill Avenue, Gorham

The class is for School Food Service and CACFP only

Books are ordered and mailed once registration has ended

Please note start times for each day

April 21<sup>st</sup> 9:00am - 3:00pm

April 22<sup>nd</sup> 8:00am - Approximately Noon for Exam

Bring photo id, pen or pencils with erasers

You must provide an email address as notification of results  
are sent via email

Lunch is NOT provided. Bring your lunch, snacks, drinks

Charge for the class is \$102

Payable by credit card, at the time of registration

Registration deadline – Thursday, April 2, 2026



# Bringing Seafood to Schools: Foundational Fish Skills Training

**Wednesday, March 11, from 1-4PM**

Join the **Gulf of Maine Research Institute, Maine Coast Fishermen's Association, and Maine DOE Farm and Sea-to-School's Regional Local Foods Project** for a hands-on Foundational Fish Skills Training. Participants will build basic skills working with raw fish filets in the kitchen, learn about the wide diversity of local seafood available to K-12 schools, and strengthen sea-to-school knowledge and expertise. Participants will leave with resources and tools to implement sea-to-school programs at their schools. **This training provides 2.5 CEU hours.**

**Loranger Memorial Middle School**

148 Saco Ave, Old Orchard Beach

Registration: [tinyurl.com/Sea2SchoolTraining](https://tinyurl.com/Sea2SchoolTraining)

