Back to Basics:
An Orientation to School Nutrition Programs

August 23 & 24, 2016

Ramada Conference Center
490 Pleasant St.
Lewiston, Maine 04240

Contact the Ramada Conference Center for special housing rates:
(207) 784-2331 Press #1

Maine Department of Education Group Rate

The Maine Department of Education and USDA are equal opportunity providers and employers.

Checks should be made payable to: Treasurer State of Maine

Please return your registration form and payment to:

ATTN: Alissa Mank
Maine Department of Education
23 State House Station
Augusta, ME 04333

If you would like to send a purchase order or pay at the training you can fax this completed form to:
(207)-624-6841

For questions please email: alissa.m.mank@maine.gov
Or call (207) 624-6842

If you have special needs or food allergies, please inform us here:
________________________________

490 Pleasant St.
Lewiston, Maine 04240

Maine Department of Education Group Rate
August 23, 2016

8:00am  Registration
          Coffee

8:30am  Welcome

* Topics to be covered: *
  An Overview of School Nutrition
  Breakfast & Lunch Meal Pattern
  Offer Versus Serve
  Accommodating Special Dietary Needs
  Menu Planning Activities
  Production Records
  Food Safety & Sanitation
  Meal or No Meal?

* Lunch will be provided *

August 24, 2016

7:30am  Registration
          Breakfast Provided

8:00am  Welcome

* Topics to be covered: *
  Determining Student Eligibility
  Navigating NEO
  Accountability of Meals
  The Business of School Lunch
  Procurement
  Smart Snacks Competitive Foods
  Annual Program Requirements
  Customer Service

* Lunch will be provided *

If you are new to School Nutrition or would like a basic refresher course, this training is for you!

REGISTRATION FORM

One Registration Form Per Participant

RSU/District:

__________________________________________
Participant’s Name & Title

☐ Check here if you are a new Director/Single Unit Manager (call Alissa Mank @624-6842 for your discounted registration fee)

Billing Address:

_______________________________________________
_______________________________________________
Contact Number:

_______________________________________________
Email Address:

_______________________________________________

Please check all that apply:

Day One-
☐ I will be Staying for Lunch on Day One

Day Two-
☐ I will be Staying for Breakfast on Day Two
☐ I will be Staying for Lunch on Day Two

$45 per day or $75 for both days

Please see other side for payment instructions.