



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

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SNP Memo #2016-2017-07

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Sandra C. Curwood, PhD, RDN, *Sandy*
Director, School Nutrition Programs

DATE: December 5, 2016

SUBJECT: Procurement Training Workshops

The Virginia Department of Education (VDOE), Office of School Nutrition Programs (SNP) in partnership with the Institute of Child Nutrition (ICN) is offering six regional trainings across the Commonwealth of Virginia in early 2017.

The United States Department of Agriculture (USDA) requires that all School Nutrition Programs receive a procurement review beginning in school years 2016-17. The goal of the review is to ensure proper procurement of food, supplies, and services in School Nutrition Programs. This workshop provides training on concepts about the procurement of goods, products, and/or services for School Nutrition Programs and support for a successful procurement review. Participants will identify key factors for implementing a fair, open and cost-effective procurement system that supports compliance with federal, state, and local policies. Additional resources will include Farm-to-School procurement strategies and samples for specification writing.

This workshop is geared towards school foodservice directors. Other division staff involved in the procurement process would also benefit in attending. Registration is limited to two (2) staff per division. Additional attendees beyond two per division will be placed based on space availability.

Participants who complete this session will receive 16 units of continuing education that are credentialed by the Commission on Dietetic Registration and the School Nutrition Association (SNA). USDA Professional Standard Codes will be listed on Certificate of Completion.

Please review the attached flyer for registration information. Please register promptly as these trainings will fill quickly.

If you have questions, please contact Casey Dickinson at Casey.Dickinson@doe.virginia.gov or (804) 786-2695. If you have a question that requires immediate assistance, please call the Office of School Nutrition Programs at (804) 225-2074.

SCC/cc

Attachment