

## School Food Service Training

<b>TOPIC:</b>	<b>How to Complete the SFS Annual Application and File Claims</b>
<b>DATE:</b>	<b>Thursday, July 12, 2018</b>
<b>TARGET AUDIENCE:</b>	<b>New and Experienced SFS Directors, Staff Responsible for Claims</b>
<b>LOCATION:</b>	<b>LSU Pennington Biomedical Research Center Pennington Conference Center – Room 326 6400 Perkins Road Baton Rouge, LA 70808</b>
8:00 – 8:30 a.m.	Registration
8:30 – 8:45 a.m.	New CNP Agreement
8:45 – 9:00 a.m.	Policy Checklist
9:00 – 9:30 a.m.	Collection Procedures
9:30 – 10:30 a.m.	Schedule A: Sponsor Meal Info <ul style="list-style-type: none"> <li>• Average Meal Costs</li> <li>• Paid Meal Prices</li> <li>• Employee and At Cost Prices</li> <li>• Unpaid Meal Charge Policy</li> </ul>
10:30 – 10:45 a.m.	<b>BREAK</b>
10:45 a.m. – 12:00 p.m.	Schedule A: Site Participation List <ul style="list-style-type: none"> <li>• Address Changes</li> <li>• Offer Versus Serve Training Dates</li> <li>• State Attendance Factor</li> </ul>
12:00 – 12:30 p.m.	<b>LUNCH</b>
12:30 – 1:00 p.m.	Collection Officials
1:00 – 1:30 p.m.	Labor Expenses
1:30 – 2:00 p.m.	Income and Expenses
2:00 – 2:15 p.m.	Waivers
2:15 – 2:30 p.m.	<b>BREAK</b>
2:30 – 3:15 p.m.	Filing SFS Claims: Applications
3:15 – 4:00 p.m.	Filing SFS Claims: Community Eligibility Provision
4:00 – 4:30 p.m.	Questions and Answers with State Agency

\*Agenda is subject to change