# SNP Memo #2019-2020-49


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: June 22, 2020

TO: Directors, Supervisors, Contact Persons, and At-Risk CACFP Sponsors Addressed

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: School Nutrition Programs Self-Study Guide for Summer 2020

The purpose of this memo is to notify School Food Authorities (SFAs) and non-school program sponsors of the release of the *School Nutrition Programs Self-Study Guide for Summer 2020*. The purpose of the Self-Study Guide is to provide Virginia school nutrition professionals with resources for earning professional development hours. Historically, the Summer Manager Workshops (SMWs) offered through the Virginia Department of Education, Office of School Nutrition Programs (VDOE-SNP) provided five hours of professional development to help meet the annual requirements from the U.S. Department of Agriculture for school nutrition professionals. However, due to the COVID-19 pandemic, the 2020 SMWs have been postponed until June 2021. In lieu of attending the 2020 SMWs, Virginia school nutrition professionals may use the Self-Study Guide as a resource for earning the required annual professional development hours.

### School Nutrition Programs Self-Study Guide Overview

In the Self-Study Guide you will find links to a variety of online training courses for you, your cafeteria managers, and their staff. You and your managers may review the courses and then assign selected courses to school nutrition staff or view the courses together in-person or virtually using a video conferencing platform such as Google Meet or Zoom. In addition, you will find a link to the VDOE-SNP 2018 Summer Manager Workshop Video Series, which offers content that cafeteria managers may implement in-person (note: ensure social distancing and other health/safety practices are followed) or virtually via video conferencing. Each video in the five-part series provides one hour of professional development and includes an Instructor Guide and a Participant Workbook.

Topics covered in the Self-Study Guide include:

* COVID-19 food service and safety
* Culinary math
* Customer service and conflict resolution
* Leadership and team building
* Nutrition education and marketing
* Public speaking

Should you have any questions related to the Self-Study Guide, please contact the VDOE-SNP Training and Marketing Specialist, Kelly Shomo, via email at kelly.shomo@doe.virginia.gov.

SCC/KS/cc

### Attachments

1. School Nutrition Programs Self-Study Guide for Summer 2020