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March 8, 2010

MEMORANDUM

SFSP-2010-02

TO: Summer Food Service Program (SFSP) Sponsors

FROM: Karen L. Vogel, RD, SNS
Nutrition Programs Consultant

A handwritten signature in blue ink that reads "Karen L. Vogel".

SUBJECT: Annual Mandatory SFSP Training

The annual training for sponsors participating in the 2010 SFSP is scheduled for Tuesday, April 6, 2010 in Las Vegas and Thursday, April 8, 2010 in Reno. Attendance at one of these training sessions is **mandatory** for participation in the SFSP. **No on-line training** will be available in 2010.

The designated official for your SFSP must attend this training. If the designated official cannot attend, please contact Karen Vogel, Nutrition Programs Consultant, with the name of the replacement for the designated official. The authorized representative from your organization must be in a position to make decisions regarding the administration of your SFSP.

The afternoon portion of the training will focus on menu planning and record keeping. If the authorized representative attending the training does not maintain the production records, it is strongly recommended that the staff member responsible for this aspect of your SFSP be invited to attend the training.

All participants must stay for the entire training session in order to receive credit for completing the annual training.

Please complete the attached RSVP form and fax to Tammy Kratz at 702-486-6474 **no later** than Monday, March 22, 2010.

KV/tk
Attachment

2010 SFSP ANNUAL TRAINING

SPONSOR NAME: _____

Las Vegas, Tuesday April 6, 2010

9:00 am – 4:00 pm

Southern Office, Nevada Department of Education

9890 S. Maryland Parkway

Las Vegas, NV 89183

Lunch will be on your own as there are several fast food and restaurants in the area.

Names of those attending

OR

Reno, Thursday, April 8, 2010

9:00 am – 4:00 pm

Boys & Girls Club of Truck Meadows

Donald W. Reynolds Facility

2680 East Ninth Street

Reno, NV 89512

Lunch menu: \$5.00 per person (**please reserve below and pay at training**)

Cheese Ravioli with Chicken in pesto sauce

Broccoli

Tossed Salad w/dressing

Dinner Roll

Cookies

Beverage

Names of those attending

_____ Lunch _____

_____ Lunch _____

_____ Lunch _____

_____ Lunch _____

**PLEASE FAX TO TAMMY KRATZ AT 702-486-6474 NO LATER THAN MONDAY,
MARCH 22, 2010.**