

# Orientation to School Nutrition Programs (Part 2) – Webinar Series



The Pennsylvania Department of Education (PDE), Division of Food and Nutrition, in collaboration with Project PA (Penn State), is offering an “Orientation to School Food Service Operations (Part 2)” as a series of webinars. These sessions are designed to provide critical information to help new (and aspiring) school Food Service Directors, and/or those responsible for Food Service Operations, to be successful in their positions. However, because these sessions are being offered virtually, they are open to anyone at any stage of their school food service career.



The webinar topics and dates are listed below. For more information and to register go to: [www.projectpa.org](https://www.projectpa.org). Registration is free. After you register you will be sent a webinar link and passcode via e-mail. Prior to each webinar, slides and handouts will be sent to registrants via e-mail. Professional development credits will be provided for each webinar. Attendees will receive a certificate documenting participation.

## Financial Management Webinar #1 Webinar #1 Webinar #1 Webinar #1 Webinar #1 Webinar #1

This webinar will cover categorizing revenues and expenditures, determining the percent of program and nonprogram revenues to total revenues, determining a la carte prices, calculating meal equivalents, evaluating staffing determinations, and calculating plate costs.

April 27, 2021  
10:00am – 11:30am

## Personnel Management – Part 1 Webinar #2 Webinar #2 Webinar #2 Webinar #2 Webinar #2

Topics to be discussed will include leadership styles, planning personnel needs, hiring practices, orientation and training, managing wages and salaries, providing benefits and incentives, appraising performance, resolving conflicts, and communicating with employees.

April 28, 2021  
10:00am – 11:00am

## Personnel Management – Part 2 Webinar #3 Webinar #3 Webinar #3 Webinar #3 Webinar #3

This webinar will be a continuation of Part 1 and will also address work processes and labor control.

April 28, 2021  
1:00pm – 2:00pm

## Environmental/Biosecurity Management Webinar #4 Webinar #4 Webinar #4 Webinar #4

This webinar will review the steps involved in developing a biosecurity management plan, address safety considerations related to COVID-19, and identify environmental considerations for school food service programs.

April 29, 2021  
10:00am – 11:00am

## Effective Marketing of School Meals Webinar #5 Webinar #5 Webinar #5 Webinar #5 Webinar #5

This webinar will discuss development of marketing plans and implementation of marketing strategies to increase participation in school meals.

April 29, 2021  
1:00pm – 2:00pm

## School Nutrition Programs' Food Safety Compliance Webinar #6 Webinar #6 Webinar #6

This webinar will clarify requirements and recordkeeping related to food safety in the school food service setting and include an explanation of the food safety inspection reporting process.

May 4, 2021  
10:00am – 11:00am

## Expanding School Breakfast Webinar #7 Webinar #7 Webinar #7 Webinar #7 Webinar #7

This webinar will discuss strategies for increasing participation in school breakfast and will include presentations by three school food service directors who will share how they increased school breakfast participation in their districts.

May 4, 2021  
1:00pm – 2:00pm

## Farm to School Webinar #8 Webinar #8 Webinar #8 Webinar #8 Webinar #8 Webinar #8

This webinar will provide an overview of farm to school, the PA Harvest of the Month program, the PA Farm to School Network, and will include examples of successful farm to school activities and farm to school professional development and funding opportunities.

May 5, 2021  
10:00am – 11:00am

## Professional Standards Webinar #9 Webinar #9 Webinar #9 Webinar #9 Webinar #9 Webinar #9

This webinar will review hiring standards for new school food service directors, annual training requirements for all school food service employees, recordkeeping and oversight requirements, and professional standards resources.

May 5, 2021  
1:00pm – 2:00pm

## Wellness Policies Webinar #10 Webinar #10 Webinar #10 Webinar #10 Webinar #10 Webinar #10

This webinar will explain the required elements of a local school wellness policy, review the recordkeeping and monitoring requirements, and discuss wellness policy resources.

May 6, 2021  
10:00am – 11:00am