

Commissioner's Memo
3/9/2022

2022 Culinary Directions Child Nutrition Directors Certification Program

Memo Information

Memo Number **CNU-22-016**

Memo Date 3/9/2022

Memo Type Regulatory

Unit Child Nutrition

Regulatory Authority Ark. Code Ann. §20-7-134

Response Required YES

Attention Superintendents; Child Nutrition Directors/Managers

Primary Contact Information

Name Sheila Chastain

Phone Number 501-324-9502

Email sheila.chastain@ade.arkansas.gov

Memo Text

The Child Nutrition Unit (CNU) is accepting applications for the 2022 Culinary Directions Directors Certification Program. This training is for new district Child Nutrition Directors who have attended the pre-requisite courses: Culinary Directions Managers Part 1 and Part 2.

Those new directors who will attend the 2022 Culinary Directions Manager Part 2 Training in June may also apply to attend the 2022 Culinary Directions Directors Certification Program.

Child Nutrition Directors are required to be certified through the Arkansas Department of Education, Division of Elementary and Secondary Education (ADE/DESE), CNU when they are paid from the non-profit food service account in Arkansas public and charter schools.

Please see the attached ADE Rules Governing the Certification of Child Nutrition Directors and United States Department of Agriculture Professional Standards for Directors for more information on the requirements to become a certified director.

The 2022 Culinary Directions Child Nutrition Directors Certification Program will be offered as a multi-week on-line program via a Google Classroom format. Class size is limited. Participants will be assigned to a session for directors training based on the number of participants accepted into the program.

Applicants will complete the Culinary Directions Child Nutrition Directors Program Application attached to this memo. The application and required documentation must be submitted to Sheila Chastain via email to sheila.chastain@ade.arkansas.gov.

Child Nutrition Unit will review all applications to ensure all requirements for education, prerequisites and recommendations are included.

The deadline to submit the Application for Acceptance is May 6, 2022.

Once you have been accepted into the Directors Certification Program, you will receive an acceptance letter by email with a link to complete your registration. Registration will be completed on-line. The registration fee of \$325 will be paid to UCA Outreach, preferably by district credit or debit card during the online registration process.

If you should encounter any problems with the registration process, please call Paula Myers at 501-450-3429.

Attachments:

[ADE Rules Governing the Certification of Child Nutrition Directors](#)
[United States Department of Agriculture Guide to Professional Standards for School Nutrition Programs](#)
Application for Acceptance into 2022 Culinary Directions Child Nutrition Directors Certification Program
Culinary Directions Manager and Director Certification Process

Attachments

- [Application_for_Acceptance_into_2022_Culinary_Directions_Child_Nutrition_Directors_Certification_Program_113435.pdf](#)
- [Manager_and_Director_Certification_Process_113444.pdf](#)