



DEPARTMENT OF EDUCATION


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July 15, 2024

MEMORANDUM

TO: Child and Adult Care Food Program (CACFP) Sponsors

FROM: Aimee F. Beam, MS, RD 
Director, Nutrition Programs

RE: **2024 Operational Memo #11**
Institute of Child Nutrition CACFP Meal Pattern Training Registration

The Delaware Department of Education (DDOE) has partnered with the Institute of Child Nutrition (ICN) to offer an in-person CACFP Meal Pattern Training session.

Training information is below:

- Course Title: CACFP Meal Pattern Training
- Location: Collette Education Resource Center
35 Commerce Way, Suite 1
Dover, DE 19904
Conference Rooms A & B
- Date: Tuesday, August 27, 2024
- Time: 8 am – 3:00 pm
 - Lunch is tentatively scheduled for 12:30 – 1 pm. No lunch is provided, so please plan accordingly.

There is no cost to attend this training; however, registration is required to attend, as there is a maximum of 40 spots available. Please register one person per Sponsor; if additional seats remain, we will open it up to others. The training is intended for CACFP Directors or Menu Planners/Cooks, so please register the appropriate individual.

To register, send an email to Jeremy Coleman (jeremy.coleman@doe.k12.de.us) no later than August 15, 2024. Include participant's name, title, name of the Sponsor and contact information.

If you have any questions, contact our office at (302) 857-3356.

cc: Nutrition Team