



DEPARTMENT OF EDUCATION

Townsend Building
401 Federal Street Suite 2
Dover, Delaware 19901-3639
<http://education.delaware.gov>

Cindy Marten
Secretary of Education
(302) 735-4000
(302) 739-4654 - fax

February 26, 2025

MEMORANDUM

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

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

RE: **2025 Operational Memo #11**
Center Monitoring Form

The CACFP monitoring form for centers has been updated. To streamline documents and reduce the number of forms that must be maintained, there is now one form that can be used for Sponsor monitoring and State Agency monitoring. The form is available in the CACFP Schoology Group, under the "Monitoring Forms" folder. The monitoring form for family day care homes will be updated soon and added to this folder.

If you need assistance accessing the CACFP Schoology group, please contact us at 302-857-3356.

cc: Nutrition Team

Good Morning CACFP Sponsors:

The DDOE Nutrition Programs will be utilizing Schoology to share documents and resources for all Nutrition Programs. We are continuing to update and upload files as needed, however, we are sharing the access code so that you may log in and find files that you need.

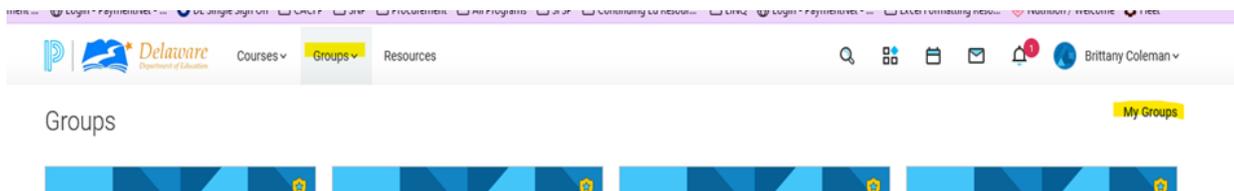
The access code for the CACFP Group is: DMNP-5CRC-WZN69. This code may be shared with anyone on your team that you decide should have access to this page.

Additionally, the access code for the “All Child Nutrition Programs” group is: ZCHX-K2G6-5NJBM. Each group will need to be added separately. Please see steps below for joining a group.

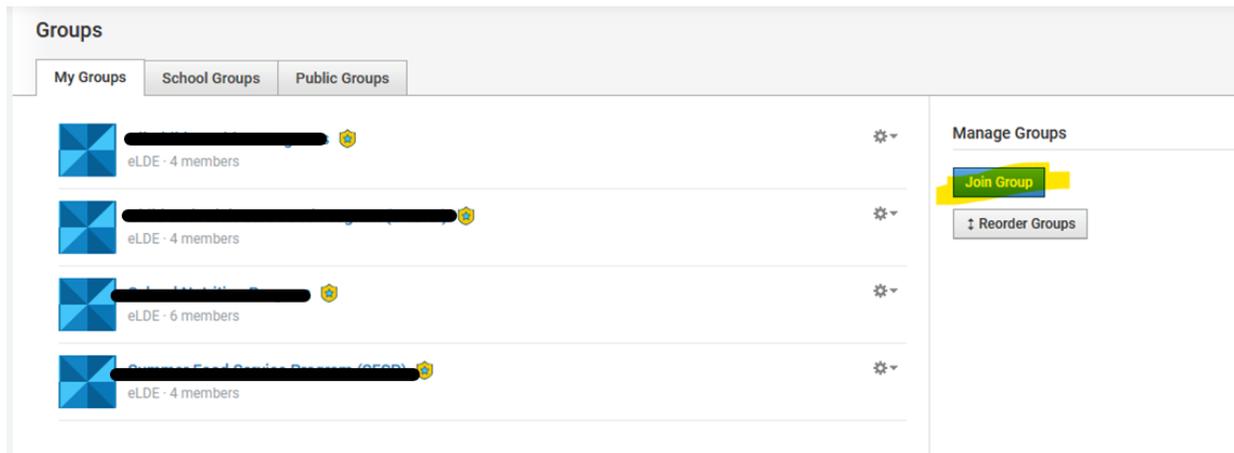
Log into EdAccess and select Schoology:



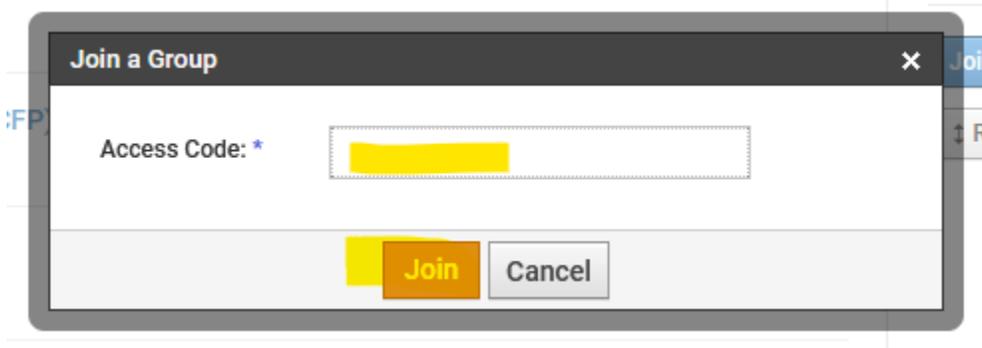
At the top of the page, hover over “Groups”, then click “My Groups” in the upper right corner.



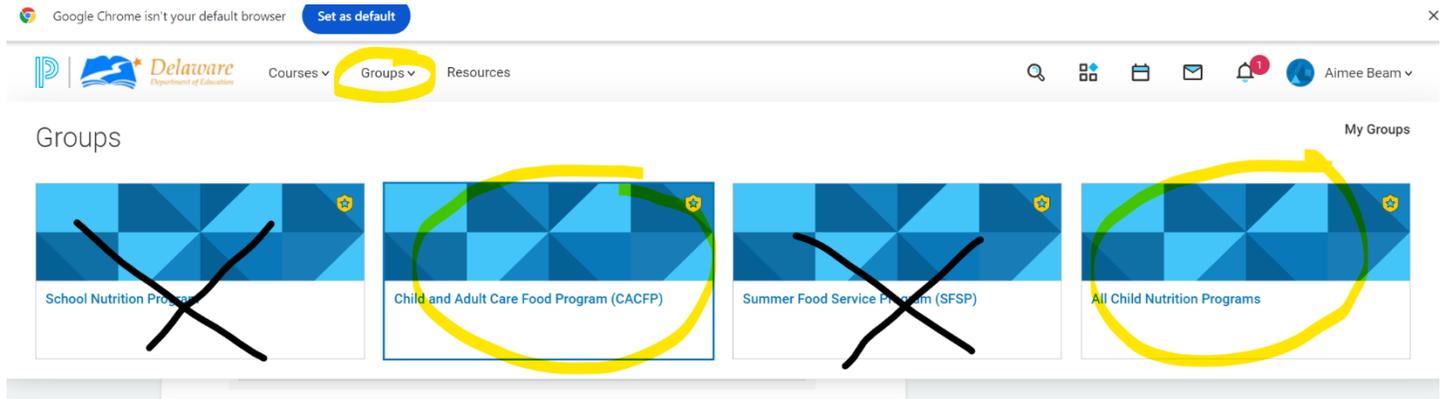
Select “Join Group” on the right side of the page:



Enter the Access Code provided, and click on “Join”



Once you have joined the groups, you should be able to select groups at the top and see the groups. You can then click on the group to access resources:



Google Chrome isn't your default browser [Set as default](#)



Courses ▾ Groups ▾ Resources



Group Options

Updates

Discussions

Albums

Members (4)

Resources

Conferences

OneNote Class Notebook

Access Code ✕
DMNP-5CRC-WZN69
[Reset](#)

Information [Edit](#)

[Leave this group](#)

Child and Adult Care Food Program (CACFP)

Resources

Add Resources ▾ Options ▾

Title

Menu Templates
Added by Brittany Coleman · Jun 21, 2024

Procurement
Added by Brittany Coleman · May 29, 2024

Meal Pattern Resources
Added by Brittany Coleman · May 29, 2024

Income Eligibility Resources
Added by Brittany Coleman · Sep 6, 2024

Sponsoring Organizations
New site forms, etc.
Added by Brittany Coleman · May 29, 2024

Financial Management
Added by Brittany Coleman · May 29, 2024

Annual Application Forms
Added by Brittany Coleman · Jun 21, 2024

Monitoring Forms
Added by Brittany Coleman · Jun 21, 2024

Trainings