

KDA Foods Division Calendar

July	<ul style="list-style-type: none"> <input type="checkbox"/> 1st – School year begins. <input type="checkbox"/> Confirm district information with USDA Foods Distributor (sites, contacts, etc). <input type="checkbox"/> Check WBSCM Requisition Status Report for snapshot of products, delivery dates, case amounts, etc. <input type="checkbox"/> Check diversions from WBSCM and Compare to K12 Foodservice & Processor Link and confirm vendor warehouse location is where you will be ordering products from.
October	<ul style="list-style-type: none"> <input type="checkbox"/> Farm-to-School Month <input type="checkbox"/> KSNA Administrators Conference <input type="checkbox"/> USDA updates meal counts in WBSCM
November	<ul style="list-style-type: none"> <input type="checkbox"/> Complete menu formulation for next school year; begin planning which commodities you need to order. <input type="checkbox"/> Begin identifying commodities to divert for processing based on your menus, where applicable for the upcoming school year.
January	<ul style="list-style-type: none"> <input type="checkbox"/> Estimated Entitlement Funds for upcoming School Year will be loaded. <input type="checkbox"/> Decide how much to set aside for DOD Fresh. <input type="checkbox"/> Complete CAC Region Spreadsheet for direct delivery items and return to your CAC Region Leader.
February	<ul style="list-style-type: none"> <input type="checkbox"/> CAC Leaders work with KDA Staff to combine requests for Direct Delivery items. <input type="checkbox"/> Complete DOD Fresh Survey. *A second survey usual opens after all catalogs close to add additional funds to DOD Fresh for the current school year.
March	<ul style="list-style-type: none"> <input type="checkbox"/> KDA will upload requested DoD funds into WBSCM for upcoming school year. <input type="checkbox"/> Diversions/ordering on WBSCM will begin. Notification will be provided when WBSCM product catalog is opened.
April	<ul style="list-style-type: none"> <input type="checkbox"/> Ordering and diversions due on some USDA Foods items. Notification will be provided including order due dates for specific items and categories of food. <input type="checkbox"/> Junior Chef Deadline to participate April 15.
May	<ul style="list-style-type: none"> <input type="checkbox"/> Ordering and diversions due on some USDA Foods items. Notification will be provided including order due dates for specific items and categories of food. <input type="checkbox"/> 15th all remaining Direct Delivery cases at State Contracted warehouses will be swept to State Account and redistributed to Districts who can take immediate delivery.
June	<ul style="list-style-type: none"> <input type="checkbox"/> KSNA Managers Conference <input type="checkbox"/> 1st Friday following 1st Tuesday – Unspent DoD funds after this date will be included in the Free-for-all. <input type="checkbox"/> 2nd Tuesday - DoD Free-for-all: All unspent DoD funds will be open for ordering on a first-come, first-served basis. <input type="checkbox"/> 30th – All remaining Processing pounds will be swept into the State account. <input type="checkbox"/> Supplement to Agreement link completed by June 30. (KY-FD-41)