



California Department of Education
Nutrition Services Division

and

Fresno City College
Cal-Pro-NET Center



present:

Child and Adult Care
Food Program
Management Course for
Directors
of
Child Care Centers

Promoting Integrity Now
PIN Training for
CACFP
2010



Return Service Requested

Dated Material Open Immediately

Cal-Pro-NET Center
Fresno City College
1011 E. University Ave.
Fresno, CA 93741
www.fcc.calpronet.org



Registration Form

CACFP Management Course for Directors of Child Care Centers

Please use one form per applicant:

- 1. **Concord:** March 23 – 25, 2010
- 2. **San Jose:** April 13 – 15, 2010
- 3. **Irvine:** May 18 – 20, 2010
- 4. **Rancho Cucamonga:** June 22 – 24, 2010
- 5. **San Diego:** July 20 – 22, 2010
- 6. **Fresno:** August 17 – 19, 2010

Name: _____ Job Title: _____

Agency: _____ Number of Years in CACFP: _____

Vendor Number (Required): _____

Number of Children Served by Agency: _____

Mailing Address (No P. O. Box): _____

Phone: _____ Fax: _____ Email: _____

Form of Payment: Check Number: _____ Purchase Order Number: _____
Money Order Number: _____

Course Title:*CACFP Management Course for Directors of Child Care Centers*

Promoting Integrity Now (PIN) curriculum is a competency-based three day training program designed to strengthen management and operational practices, and provide regulatory and nutrition information to Child and Adult Care Food Program (CACFP) sponsors. The California Department of Education and Fresno City College Cal-Pro-NET Center invite sponsors to attend the PIN training.

Course Description: The CACFP

Management Course for Directors of Child Care Centers is designed to promote program accountability, integrity, and quality meals for children.

Areas to be reviewed in this three-day course include:

- Budgeting and record keeping
- Administrative review requirements
- Basic nutrition and child nutrition
- Menu planning and menu production records
- Food safety principles
- Monitoring requirements
- Staffing
- Technical resources

Target Audience: This PIN training is

planned for new center directors or new staff who have administrative and financial responsibilities for the CACFP. Established sponsors who need a refresher course or sponsors whose programs are in a seriously deficient status will also benefit from the training.

Registration: Pre-registration is required.

Registrations will be processed on a first-come, first-served basis.

The registration fee is **\$150**, and **must be received at least two weeks prior to the first day of the training**. The fee covers the cost of training materials plus morning and afternoon refreshments.

To register, mail the registration form and the **\$150** registration fee (check, money order or purchase order only) to:

**Fresno City College Business Office/
Cal-Pro-NET Center
1101 E. University Ave., Fresno, CA 93741
ATTN: CACFP PIN Workshop (FCPN)**

A course manual will be sent to registered participants one week prior to the training.

Cancellations and Refunds: To be eligible for a refund, **cancellation requests must be received two weeks prior to the training date**. If you are unable to attend, consider sending another person from your agency.

For more information: Call the Cal-Pro-NET Center at (559) 244-5999 ext. 8323, 8312, 8212, 8621, or 8356, or email us at fcc.calpronet@fresnocitycollege.edu. Our office hours are 8:00 a.m. - 4:00p.m.

Enrollment: Enrollment is limited to 25 individuals per training site. Space will permit only two people per agency.

Location	City	Dates
Contra Costa Child Care Council	Concord	March 23 – 25, 2010
Santa Clara County Office of Education	San Jose	April 13 – 15, 2010
Second Harvest Food Bank of Orange County	Irvine	May 18 – 20, 2010
West End Educational Service Center	Rancho Cucamonga	June 22 – 24, 2010
San Diego County Office of Education	San Diego	July 20 – 22, 2010
Fresno County Office of Education	Fresno	August 17 – 19, 2010

More details at <http://online.fresnocitycollege.edu/calpronet>