

School Food Authority

Key Dates

22-23 School Year

Date	Description	Type
May 24, 2022	Signed MOU is due for all Schools that will be using CSI as their SFA for the 22-23 School Year	Deadline
June 10, 2022	Submit Copy of School Calendar for 22-23 School Year	Deadline
July 8, 2022	Signed Disclosure statements due for all staff involved with Meal Benefit Applications or the Point of Sale	Deadline
July 1, 2022	Provide Meal Prices, and Mealtimes, to CSI SFA	Deadline
July 15, 2022	Provide Meal Charge Policy to CSI SFA	Deadline
Month of July	CSI to schedule Back to School Training with each school to prepare for 22-23 school year	Deadline
Last Business day of July	Submit Year End Food Program Financial Reporting to DavidSever@csi.state.co.us	Deadline
Last Business day of July	All menu planning/production records complete in Titan for 22-23 School year	Deadline
August 8, 2022	Signed Food Safety Handbook by all employees that work with food	Deadline
September 14, 2022	Colorado Proud School Meal Day. This is a day to celebrate and highlight the local foods that are being served in our schools	Informational
October 1, 2022	October Count- Free and Reduced Applications submitted after this date will not count toward October Count number for the current school year	Deadline
October 1, 2021-November 15, 2022	Verification Process begins, SFA will reach out to selected Families	Informational
October 10-14 2022	National School Lunch Week	Informational

February 1, 2023	Let SFA know if you will be participating in Summer Feeding	Deadline
March 6-10, 2023	National School Breakfast Week	Informational
May 1, 2023	Notify SFA if you will continue under CSI SFA for the 22-23 school year	Deadline
May 5, 2023	School Lunch Hero Day	Informational
Monthly	Submit temp logs, equipment temperatures, production records if applicable, and cleaning logs in Google Classroom	Deadline (email sent out for due date monthly)
Monthly (only if not cashiering)	Submit claim counts via Google classroom and have Titan updated	Deadline (email sent out for due date monthly)
Submit when they occur	Copy of Health Department Inspection	Deadline (as it occurs)