

School Food Authority
Key Dates
25-26 School Year

Date	Description	Type
April 15, 2025	Submit Copy of School Calendar for 25-26 School Year	Deadline
May 16, 2025	Signed MOU is due for all Schools that will be using CSI as their SFA for the 25-26 School Year	Deadline
June 3, 2025	Submit end of year inventory for 24-25 school year/beginning inventory for 25-26 (Only Self op schools)	Deadline
June 5, 2025	Provide Meal Prices, and Mealtimes, to CSI SFA	Deadline
July 8, 2025	Signed Disclosure statements due for all non-kitchen staff involved with Meal Benefit Applications	Deadline
July 28, 2025	Back to School Training Virtual (vendor op schools)	Deadline
July 30, 2025	Back to school training In Person at The Stead School (Self op Schools)	Deadline
Last business day of July 2025	Submit Year End Food Program Financial Reporting to DavidSever@csi.state.co.us	Deadline
Last business day of July 2025	All menu planning/production records complete in Primero Edge for 25-26 School year start up	Deadline
August 8, 2025	Signed Food Safety Handbook, Civil Rights Acknowledgement, and Disclosure Statement by all employees that work with food	Deadline
August 29, 2025	Complete Internal Control Procedure due to CSI SFA	Deadline
October 1, 2025	October Count- Free and Reduced Applications/combo forms submitted after this date will not count toward October Count number for the current school year	Deadline

October 1, 2025	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 2, 2025-November 15, 2025	Verification Process begins for non-CEP schools, SFA will reach out to selected Families	Informational
October 13-17, 2025	National School Lunch Week	Informational
January 5, 2026	Mid-year inventory 25-26 due (Only Self op schools)	Deadline
February 15, 2026	Let SFA know if you will be participating in Summer Feeding	Deadline
February 13, 2026	Intent to join/return due	Deadline
March 2-6, 2026	National School Breakfast Week	Informational
May 1, 2026	School Lunch Hero Day	Informational
May 8, 2026	Professional Development Hours Due	Deadline
5 th of each Month for previous month	Submit edit checks, temp logs, equipment temperatures, production records if applicable, and cleaning logs in Epicenter	Deadline (email sent out for due date monthly)
June 2, 2026	Submit end of year inventory for 24-25 school year/beginning inventory for 25-26 (Only Self op schools)	Deadline
August 3, 2026	Summer Feeding Self op Schools who participated in Summer Feeding submit Beginning of year inventory	Deadline
Submit when they occur	Copy of Health Department Inspection	Deadline (as it occurs)