

A vibrant collage of autumn produce. In the center is a large, bright orange pumpkin. Surrounding it are various other items: red and yellow apples, clusters of blue and green grapes, several cherry tomatoes (some red, some yellow), and a head of green broccoli in the top left. The background is dark, making the colors of the fruit stand out.

Evergreen Child Care, Inc.  
*Child Nutrition Program*

*September 2023*

Newsletter

# ANNUAL TRAINING & 2023-2024 ENROLLMENT RENEWAL REPORT

Two matters need to be taken care of this month and need to be mailed/delivered to our office by

**Friday, September 29, 2023**

1. Mandatory Annual Training
2. 2023-2024 Enrollment Renewal Report

## 1. MANDATORY ANNUAL TRAINING

The Annual Training reading material (in PDF) is now available on our website under the Annual Training Tab. Please print the answer sheet available on the same page and record your answers on it. Ensure to submit your answers by **Friday, September 29, 2023**. Failure to comply with this requirement is grounds for serious deficiency. Providers must score no less than 18 out of 20 to receive credit and certificate of completion.

Our website address is [www.evergreencacfp.org](http://www.evergreencacfp.org)

## 2. 2023-2024 ENROLLMENT RENEWAL REPORT (Available to print in KidKare)

It is time to renew all of the children's status with our agency for the upcoming fiscal year (2023-2024). To renew their participation, print the following report, obtain the parent/guardian signatures and submit it to our agency by no later than **Friday, September 29, 2023** (Please see attachment for further instructions):

- Login to your KidKare account
- On the side toolbar click on REPORTS
- On the 1st drop down menu click on WORKSHEET
- On the 2nd drop down menu click on ENROLLMENT RENEWAL WORKSHEET
- On the 3rd window, you MUST select **OCTOBER 2023**
- Click on RUN to generate your report (if using the Google browser, the report generates in the top right corner of your screen)
- Print and complete ALL the pages
- Provider signature is required on all pages, see top right corner of the report pages.

**\*\* Providers must keep a copy (ECCI needs the original).** During monitoring visits, providers will be asked to show their copy.

Should you have any questions or concerns, please do not hesitate to contact us at (213) 380-3850.



# Happy Birthday *Evergreen Providers!*

Naira Aghavelyan

Beverly Allen

Senik Avetisyan

Maisha Brown

Silvia Cardenas

Gail Clark

Randi Colar

Guia Jean De Luna

Shlomit Hayun

Cheryl Howard

Susanna Khachatryan

Rosa Lara

Ana Maria Lopez

Mashon Miller

Maria Olid

Valerie Rendon

Margaret Soto

Mirian Taura

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(1) mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).



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