

First Step to Nutrition

37 Oak Ridge Lane, Wellsboro, PA 16901

Phone: 570 724-2972

E-Mail: firststp@ptd.net

Website: www.firststeptonutrition.com

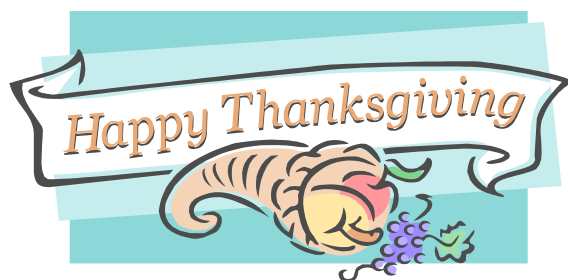
Volume 37 Issue 11

November, 2025

November Dates To Remember:

- September direct deposit is scheduled to be released on **October 23**
- October Claims are due in the office on **November 5 by 9:00 AM.**
- *The payment schedule dates for 2025 – 2026 are **estimated dates**. We cannot guarantee deposit dates received from Pennsylvania State Treasury.*

The Bureau of Food and Nutrition (BFN) within the Pennsylvania Department of Education has sufficient funding to process and pay all valid, submitted claims for September 2025. The Oct 23 release date remains on schedule. In the event the shutdown continues for an extended period of time, BFN will keep Child Nutrition Programs Sponsors apprised of new information for October claims and beyond. Please continue to monitor your kidkare messages for future updates!



Reminders

- The Whole Grain toggle must be selected once per day. If you receive a whole grain disallowance on your claim, you may contact the office prior to the claim deadline for adjustment instructions if you did serve a whole grain for the deducted day.
- Please check the Food Served Report to verify a whole grain has been selected every day on your menu. It is recommended you check this report daily to avoid whole grain errors.
- Juice may only be served once per day for children age 1 and older. Infants up to age 1 may not be served juice at any time.
- Please check your Provider Claim and Error Report within 24 hours after your claim submission. This report will show you if you had any claim errors for that month.
- You may correct claim errors if you call the office prior to the claim submission date. Your claim will be reprocessed with corrections prior to the claim deadline state submission.
- Same Day Entry is required. It is your responsibility to check attendance reports daily to prevent missed recording days. I may only record missed meals due to no internet or down kidkare site.
- Attendance Worksheets are available to be printed from your site under "reports", "worksheets", and then "Daily Attendance Worksheets". Please have a supply printed to submit if you have an allowable missed recording.
- Holiday Season is here! Please manage your provider closures by selecting Provider Calendar.
- Partial day closures can be recorded on the calendar. Highlighted meals (blue) indicate the meal is not being served for that day. To open a meal, please unclick to make white. This allows you to claim the whitened meal during a partial day.