



Back-to-School Menu Planning & Meal Services for 2020-2021

July 22, 2020

Online

Division of Food, Nutrition and Wellness



Overview of Training



Meal Pattern



Production Records



Grab & Go Meal Service



Next Steps

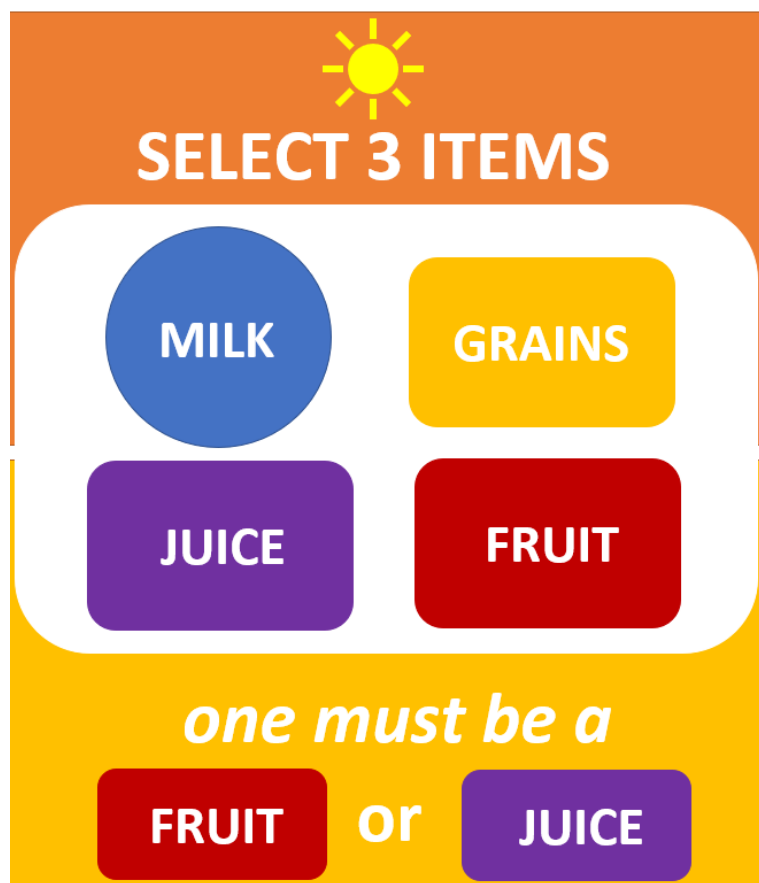


Meal Pattern



School Breakfast Program Overview

WHAT MAKES A BREAKFAST?



Offer Versus Serve





Meal Pattern

National School Lunch & Breakfast Program

Breakfast

	Grades K-5	Grades 6-8	Grades 9-12
	Amount of Food Per Week ^b (Minimum Per Day)		
Fruits (cups) ^{cd}	5 (1)	5 (1)	5 (1)
Vegetables (cups) ^{cd}	0	0	0
Dark green ^f	0	0	0
Red/Orange ^f	0	0	0
Beans/Peas (Legumes) ^f	0	0	0
Starchy ^f	0	0	0
Other ^{fg}	0	0	0
Additional Vegetables to Reach Total ^h	0	0	0
Grains (oz eq) ⁱ	7 (1)	8 (1)	9 (1)
Meats/Meat Alternates (oz eq)	0^k	0^k	0^k
Fluid Milk (cups) ^l	5 (1)	5 (1)	5 (1)

	Grades K-8	Grades K-12
Grains (oz. eq.)	8 (1)	9 (1)
Meat/Meat Alternates (oz. eq.)	0	0




5-DAY SBP NUTRIENT ALLOWANCES

	K-5	K-8	6-8	9-12	K-12
Min-Max Calories	350-500	400-500	400-550	450-600	450-550
Saturated Fat (% of total calories)	<10	<10	<10	<10	<10
Sodium (mg)	≤540	≤540	≤600	≤640	≤540
Trans Fat	Nutrition label or manufacturer specifications must indicate 0 grams of <u>trans</u> fat per serving.				



National School Lunch Program Overview

WHAT MAKES A LUNCH?



Select 3 Components

MILK	VEGETABLE	
MEAT/MEAT ALTERNATE	GRAIN	FRUIT

one must be at least ½ cup

FRUIT or VEGETABLE



Offer Versus Serve



Lunch

	Grades K-5	Grades 6-8	Grades 9-12
	Amount of Food Per Week ^b (Minimum Per Day)		
Fruits (cups) ^{cd}	2 1/2 (1/2)	2 1/2 (1/2)	5 (1)
Vegetables (cups) ^{cd}	3 3/4 (3/4)	3 3/4 (3/4)	5 (1)
Dark green ^f	1/2	1/2	1/2
Red/Orange ^f	3/4	3/4	1 1/4
Beans/Peas (Legumes) ^f	1/2	1/2	1/2
Starchy ^f	1/2	1/2	1/2
Other ^{fg}	1/2	1/2	3/4
Additional Vegetables to Reach Total ^h	1	1	1 1/2
Grains (oz eq) ⁱ	8 (1)	8 (1)	10 (2)
Meats/Meat Alternates (oz eq)	8 (1)	9 (1)	10 (2)
Fluid Milk (cups) ^l	5 (1)	5 (1)	5 (1)

	Grades K-8
Grains (oz. eq.)	8 (1)
Meat/Meat Alternates (oz. eq.)	9 (1)



5-DAY NSLP NUTRIENT ALLOWANCES

	K-5	K-8	6-8	9-12
Min-Max Calories	550-650	600-650	600-700	750-850
Saturated Fat (% of total calories)	<10	<10	<10	<10
Sodium (mg)	≤1230	≤1230	≤1360	≤1420
Trans Fat	Nutrition label or manufacturer specifications must indicate 0 grams of <u>trans</u> fat per serving.			

Weekly Vegetable Subgroup Requirement

Subgroup	Grades K-5 & 6-8	Grades 9-12
Dark Green	½ cup	½ cup
Red/Orange	¾ cup	1 ¼ cups
Bean/Pea	½ cup	½ cup
Starchy	½ cup	½ cup
Other	½ cup	¾ cup

VEGETABLES

Grade Group	Daily Minimum	Weekly Minimum
K-5	¾ cup	3 ¾ cups
6-8	¾ cup	3 ¾ cups
9-12	1 cup	5 cups

Students must select a minimum of 1/2 cup of fruit or vegetable for all reimbursable school meals under Offer versus Serve.

Idea: Talk to the teachers in your school about integrating the fresh produce you're featuring into their lessons and activities.



Weekly Subgroup Portions:

Grades K-5 & 6-8

DG	1/2 cup
R/O	¾ cup
B/P	1/2 cup
S	1/2 cup
O	1/2 cup

Grades 9-12

DG	1/2 cup
R/O	1 ¼ cups
B/P	1/2 cup
S	1/2 cup
O	¾ cup

To reach the weekly total vegetable requirement an additional 1 cup of vegetables from any subgroup must be offered each week for grades K-8. Grades 9-12 must be offered an additional 1 ½ cups of vegetables each week.

Whole Grain Weekly Requirements

Components		Day 1	Day 2	Day 3	Day 4	Day 5
Grains Daily Minimum: 1 oz. eq. Weekly Minimum: 8 oz. eq.	Item	WG Tortilla Chips	WGR Pasta	Biscuit	WG Tortilla	Roll
	Portion	2.2 oz.	½ cup	2 oz.	1 oz.	1 oz.
	Contribution (oz. eq.)	2 oz. eq.	1 oz. eq.	2 oz. eq.	1 oz. eq.	1 oz. eq.
	Item	White Rice	Roll			WGR Cookie
	Portion	1/2 cup	1 oz.			2.4 oz.
	Contribution (oz. eq.)	1 oz. eq.	1 oz. eq.			1 oz. eq.

Total of 10 oz. eq. grains over the week.

5 oz. eq. are WGR.

Questions?





Production Records

SAMPLE * SELF-PREP PRODUCTION RECORD – LUNCH MEALS * SAMPLE

SITE: ABC School

DATE: September 17, 2019

GRADE GROUPING(S): K-5 6-8 9-12

(Circle only one unless using K-8 plan then circle K-5 and 6-8)

UNUSUAL EVENTS: None

SIGNATURE: MARY LASSITER

NUMBER OF MEALS SERVED

(From meal count or register reports)

REIMBURSABLE STUDENT: 65ADULT/STUDENT SECONDS: 10

STAFF: 2

TOTAL LUNCHES: 77

PLANNING SECTION – Complete Before Meal Service

DOCUMENTATION SECTION – Complete After Meal Service

A	B	C	D	E	F	G	H
Meal Components: Recipe # or Product Name [e.g., Spaghetti (USDA D-35) or Chicken Nuggets (Tyson)]	Portion Size /Amount (e.g., 1 cup, 2 oz, 5 each)	# of Portions Planned (student + adult + staff + a la carte – Total Portions Planned)	Total # of Purchase Units Used (e.g., 1-96 count case, 2-#10 cans, 10 lbs.)	Total # of Portions Prepared (student, adult, staff, a la carte)	# of Portions Leftover & Usage Code (Record # of any remaining portions)	# of Portions Served (students, adults, staff, any a la carte)	Temperature of Items (At start of service & end of service over 1 hour)

Meats/Meat Alternates: Must offer 1 ounce daily equivalent portion for Grades K-5 & 6-8 and 2 ounce daily equivalent portion for Grades 9-12. Minimum weekly ounce equivalent (oz. eq.) portions/servings: Grades K-5 = 8 oz. eq.; Grades 6-8 = 9 oz. eq.; Grades 9-12 = 10 oz. eq. Choices may include cheese, regular & soy yogurt, and peanut, sunflower, and other nut butters. May also serve equivalent portion of mature beans or peas.

[illegible]

Fruit(s)/100% Fruit Juices: Must offer 1/2 cup daily for Grades K-5 and 6-8 and 1 cup for Grades 9-12. Can be from two or more combined smaller portions or one full portion. Juice must be full-strength and no more than one-half of the weekly fruit offerings at lunch may be in the form of juice (e.g., grades K-8: 2-1/2 cups fruit, 1 cup total per week can be juice; 9-12: 5 cups fruit offered, 2-1/2 cups as juice).

[illegible]

SAMPLE * SELF-PREP PRODUCTION RECORD – LUNCH MEALS * SAMPLE

PLANNING SECTION - Complete Before Meal Service					DOCUMENTATION SECTION – Complete After Meal Service								
A Meal Components: Recipe # or Product Name (e.g., Spaghetti/Pasta, Chicken Nugget Breading from items above)	B Portion Size /Amount (e.g., 1 cup)	C # of Portions Planned (Student + Adult + Staff + A la Carte = Total Portions Planned)			D Total # of Purchase Units Prepared	E Total # of Portions Prepared	F # of Portions Leftover & Usage Code	G # of Portions Served (students, adults, staff, any a la carte)			H Temp of		
Vegetable(s): Must offer a minimum 3/4 cup for Grades K-5 and 6-8 and 1 cup for Grades 9-12. Can be from two or more combined smaller portions or one full portion. Weekly subgroups must be													
	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adults A la Carte	Total	Start Temp	
D/G													
R/O													
B/P	Baked Beans w/sauce	2/3 cup	60	10	70	3 #10 CANS	72	5	D	58	9	67	168
S													
O	Florida Cucumber Slices	1/2 cup	40	10	50	10 lbs.	50	6	R/SND	34	10	44	40
A													
Grains/Breads: Must offer minimum 1 oz. eq. daily for Grades K-5 & 6-8 and 2 oz. eq. daily for Grades 9-12. Minimum weekly requirements: Grades K-5 and 6-8 = 8 oz. eq. servings; Grades 9-12 = 16 oz. eq. servings. Half of all grains planned must be whole grain or whole grain-rich (WGR) over the week (4 to 5 oz. eq.). All other grains served to meet minimum weekly requirements must be at least enriched. Includes rice, pasta, and hot cereals. Refer to the Grains Chart for minimum portion weights/sizes of grain items.													
	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adults A la Carte	Total	Start Temp	
	Corn Dog Breading	2 oz eq	70	10	80	See above							
Milk Choices: Must offer 8 fluid ounces for all Grades K-5, 6-8 & 9-12. Must offer two or more milk types. Fluid milk must be low-fat (1% or less) or fat-free and can be flavored or unflavored. Unflavored milk must be offered at each meal service. May offer non-dairy milk equivalent items. Only list milk in this section; Juices offered as beverages should be listed in Fruits, bottled water in Condiments.													
	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adults A la Carte	Total	Start Temp	
	1 % White	8 fl. oz	15	5	20	1/2 CASE	20	2	RTS	15	3	20	36
	1% Chocolate	8 fl. oz	60	5	65	1- 3/4 CASES	65	10	RTS	49	6	55	36
Condiments/Extras: Indicate condiment portion size. Includes ketchup, light mayonnaise, mustard, reduced-fat salad dressings, cream cheese, syrup, bacon, gelatin desserts, potato-based ch													
	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adults A la Carte	Total	Start Temp	
	Light Ranch Dressing, 12 g	1 packet	40	10	50	1/4 CASE	50	7	RTS	38	10	48	RT
	Ketchup Packet (9 grams)	1 packet	60	10	70	1/10 CASE	100	22	RTS	68	10	78	RT
	Mustard (5.5 grams)	1 packet	35	5	40	1/4 CASE	50	8	RTS	30	12	42	RT



Production Record- A required document that records all reimbursable meals and snacks prepared and served daily.

Management

- Menu forecasting
- Staff communication

Compliance- Supports Claims

- Meals served matches meals claimed
- Sufficient food prepared for all students



USDA Requirements for Production Records

Lack of complete and current production records can result in withholding and/or reclaiming federal funds.

Completed production records must be kept on file for 3 years plus the current year

USDA Requirements for Production Records

- Site name
 - Meal date
 - Meal type
(breakfast, lunch or snack)
 - Food components
 - Recipe or food product used
- Planned number of portions and serving sizes for each age/grade group
 - Planned number of portions and serving sizes for adults



USDA Requirements for Production Records

- Total amount of food prepared
- Actual number of reimbursable meals served (for each age/grade group)
- Actual number of non-reimbursable meals served
- Leftovers
- Substitutions

Questions?





Grab & Go Meal Service

Service Models & Meal Ideas



Grab & Go is here to stay!



Nationwide Waivers in Effect Until June 30, 2021

- Meal Pattern Flexibility
- Meal Service Time Flexibility
- Non-Congregate Feeding
- Parent Pick-Up
- Offer Versus Serve Flexibility



Grab & Go

**Previously successful for
Breakfast After the Bell
programs**



Grab & Go Meal Service Models

Cafeteria
Pick-Up

Classroom
Delivery

Mobile Meal
Service

Curbside
Pick-Up

Home
Delivery

Cafeteria Pick-Up

Benefits:

- Increased meal choice
- A la carte sales
- Saved transport costs

Considerations:

- Staggered mealtimes
- Socially distanced lines
- Eliminate self-serve



Tabletop dividers



Register barriers



Stanchions



Hot entrees and sides,
entree salads



Burgers and chicken
sandwiches, breakfast
sandwiches



Cold sandwiches, wraps,
hoagies and subs



Breakfast entrees and
sides, french fries



Socially Distanced Cafeteria Pick-Up



Room Dimensions
81' L x 40' W





Classroom Delivery: Breakfast & Lunch in the Classroom

Classroom Delivery

Benefits:

- Keeps student groups smaller
- Reduces foot traffic

Considerations:

- Increased staffing needs
- Increased costs/logistics
- Reduced meal variety





CLASSROOM DELIVERY EQUIPMENT

- Carts outside of classroom for pick-up
- Insulated carts inside classrooms





HOW IT WORKS

10 Steps to Breakfast Success

1



DELIVERY TEAM picks up breakfast from designated stations.

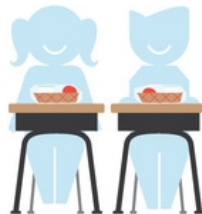
2



DELIVERY TEAM places a nutritionally compliant* breakfast on each student's desk, according to *Offer vs. Serve* poster.

*Depending on the menu, some days milk will be required too.

3



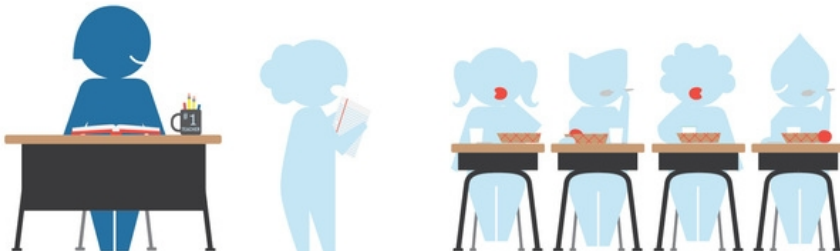
Students open their breakfast and can choose to eat or drink any part of their meal (or not).

4



Teacher checks off students who have opened any part of their meal. Unopened or breakfasts meant for absent students are returned to the bin.

5



The teacher engages students in a lesson or activity while they enjoy their meal.

6



CLEAN TEAM collects trash, recycling, and milk, placing them in the appropriate bags and containers. Wipes are provided in case of extra clean-up.

7



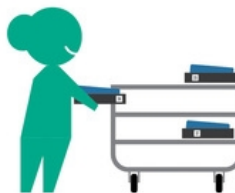
CLEAN TEAM removes all food from the classroom. Sealed leftover food items and whole fruit are placed in the bin. No food should be left in the classroom.

8



CLEAN TEAM places waste in the appropriate waste bin outside the classroom, usually in the hallway.

9



DELIVERY TEAM returns bin and thermal bag to designated station outside the classroom.

10



Students now have a full belly and are focused and ready to learn for the day!

Meals in the Classroom Tips

- Designated delivery to classrooms
- Insulated containers for cold/hot items
- Self-Serve & Self-Clean Up*
- Stocked cleaning supplies, trashcan



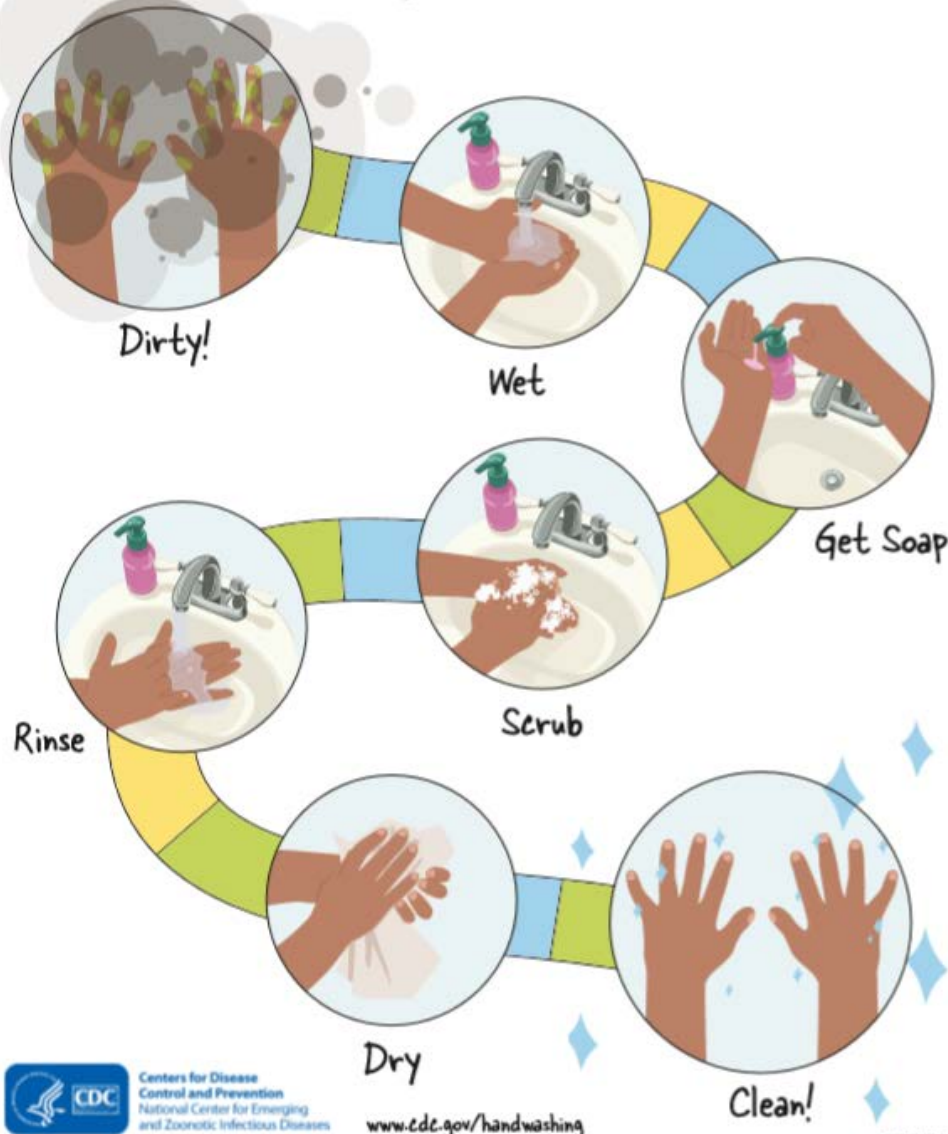
Try placing meal component signage on your mobile breakfast carriers.



Meals in the Classroom In Action

Classroom Posters

Wash Your Hands!





CLASSROOM CLEAN-UP



Mobile Meal Service

Benefits:

- Increases meal service locations
- Meets students where they are likely to be

Considerations:

- Increased staffing needs
- Increased costs/logistics
- Reduced meal variety



Side salads, fresh fruit
and vegetable cups



Bento box meals, snack
boxes and fun lunches



Burgers and chicken
sandwiches, hot breakfast
sandwiches and wraps



Breakfast entrees and
side dishes, veggies,
muffins and biscuits

Mobile Meal Operations



**Mobile Breakfast
Grab and Go Choices**



**New York City Schools
Grab and Go Choices**



Mobile Meal Grab & Go



Offer Versus Serve



Curbside Pickup

Benefits:

- Saved transportation costs
- Reduced frequency of contact

Considerations:

- Packaging costs
- Inclement weather
- Food Safe Temperatures
- Reduced meal choice
- Multiple meals



Sarasota County Public Schools

Thank you for joining us!

Please enjoy this lunch and included is a breakfast for tomorrow.

Lunches are intended to be eaten immediately or should be stored in the refrigerator within 2 hours.

Please discard any leftovers within 3 days.

Hot foods should be kept hot (entrees > 135 degrees) and cold foods (milk and cheese < 41 degrees) kept cold.

If you have any questions, call
Sarasota County School Food &
Nutrition Services 941-486-2199

facebook.com/sarasotaschoolsfns

Instagram @sarasotaschoolsfns

Twitter @school lunchscs



Curbside Pickup





Broward County Public Schools Grab & Go Success

- A **sub sandwich** served alongside **fresh fruit**, **cold vegetables** and a **choice of milk** has been popular at Broward County Public Schools in Fort Lauderdale, Fla., says Zoe Crego, assistant program manager for nutrition education and training.

<https://www.food-management.com/k-12-schools/stories-front-lines-broward-county-school-district-serves-kids-and-families-during>

SCHOOL LUNCH

Easy Grab-and-Go Options



Cold Grab & Go

Packaged Breakfasts



Grains: Cereals, Breakfast Bars, Muffins, Bagels, Graham Crackers

Fruit: Juice Boxes, Dried Fruit, Pre-Cut and Sliced Fruit Drained

M/MA: Cheese Sticks, Yogurt, Hard Boiled Egg

Milk: Variety of Low Fat & Fat Free



Vegetables:

Pick 2 at ½ cup each:

Dark Green	Red/ Orange	Bean/Pea Legumes	Starchy	Others
Fresh Broccoli Dippers/ Steamed Florets	Carrots (<i>baby, coin, sticks</i>)	Black or Red Beans	Corn/Corn Salsa	Cucumber or Zucchini (<i>Slices/Coins</i>)
Romaine Lettuce	Tomatoes (<i>grape, slices, etc.</i>)	Baked Beans	Red &/ or White Potato Potato Salad	Coleslaw
Fresh Chopped Spinach	Red/Orange Bell Pepper Strips	Refried Beans	Sweet Peas (<i>canned, frozen</i>)	Celery Sticks
Red or Green Leaf Lettuce	Salsa or Marinara Sauce	Lentils	Plantains	Green Beans
Bok Choy (<i>shredded for slaw or stir fry</i>)	Sweet Potatoes	Hummus/ Chickpeas	Jicama (<i>thin slice for salad</i>)	Sugar Snap Peas

Questions?





Hot Grab & Go



Innovative Meals High School

Package yourself
vs.

Individually Packaged Items

Consider:

- Future supply chain shortages of individually wrapped items
- Cost of product vs. cost of labor hour
- Type of packaging and equipment needed





Styrofoam



Plastic



Paper



Aluminum

Consider:

✓ Cost

✓ Temperature Holding

✓ Feasibility

Container Options



Saddle Bags



Wall Mounted
Plastic/Foil/Paper
Cutters



Food Tray Film
Wrapper



Bag Stand

Consider:

✓ Cost

✓ Efficiency

✓ Space

Small Packaging Equipment

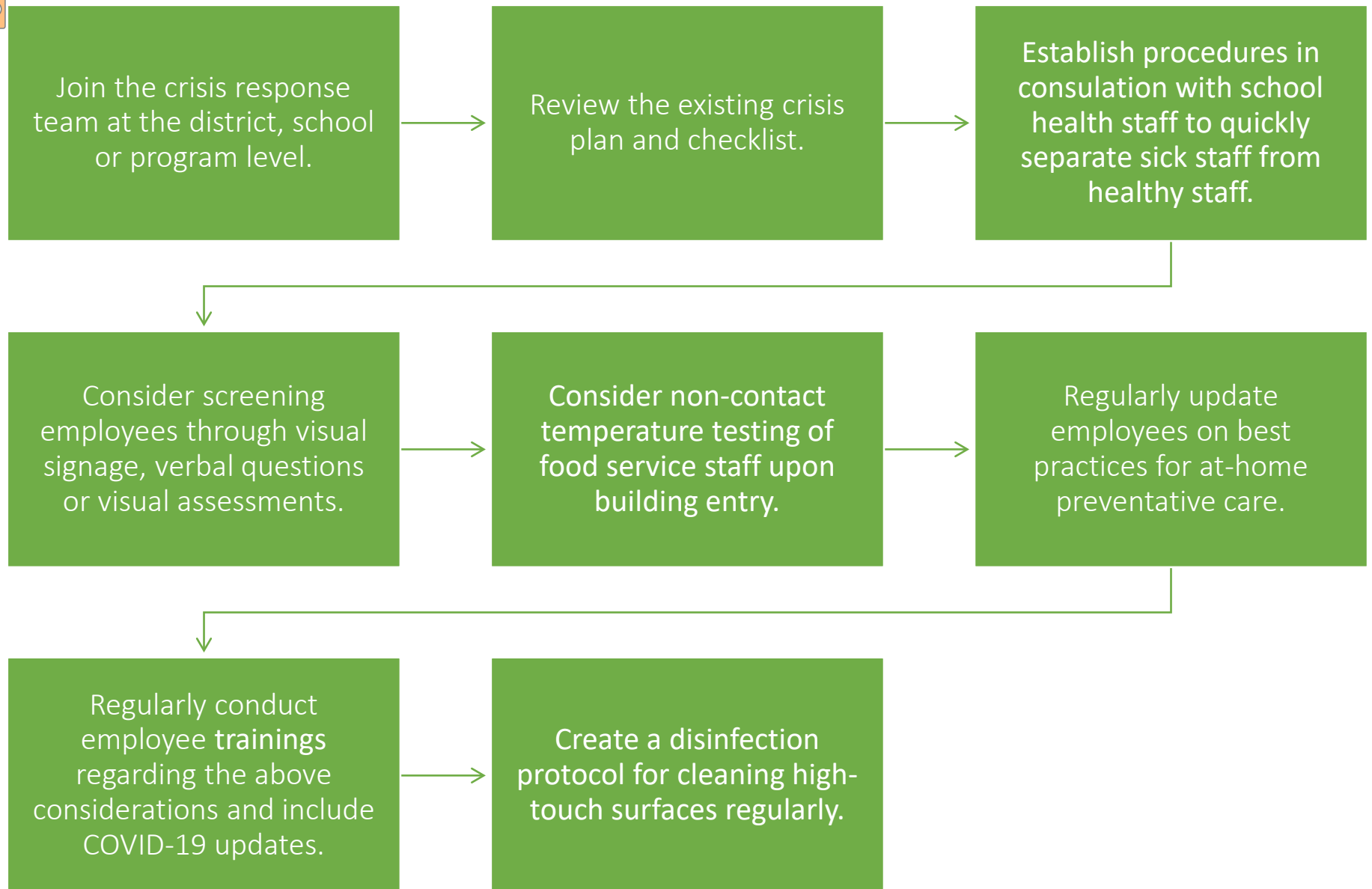
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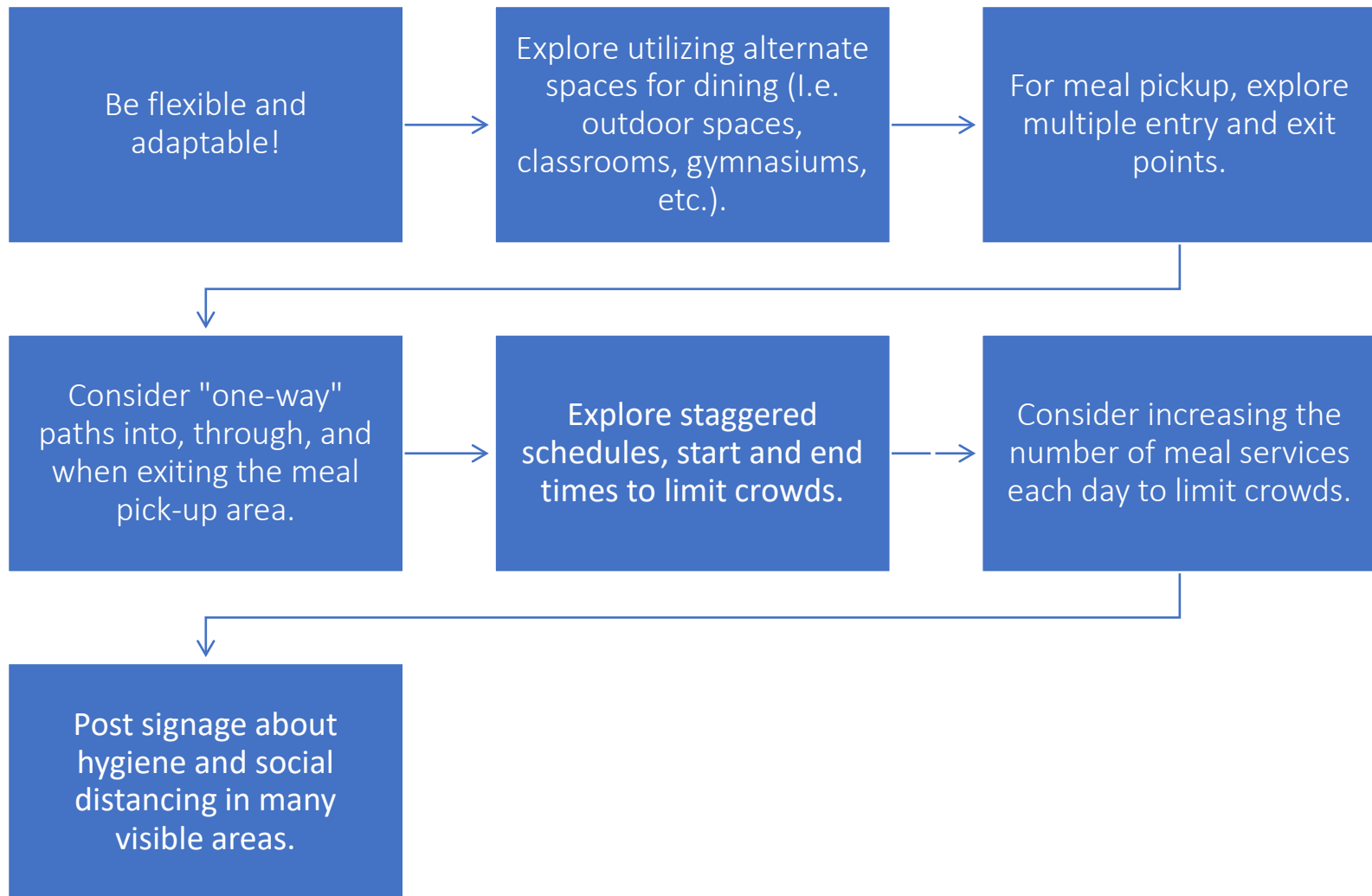


What's
Next?

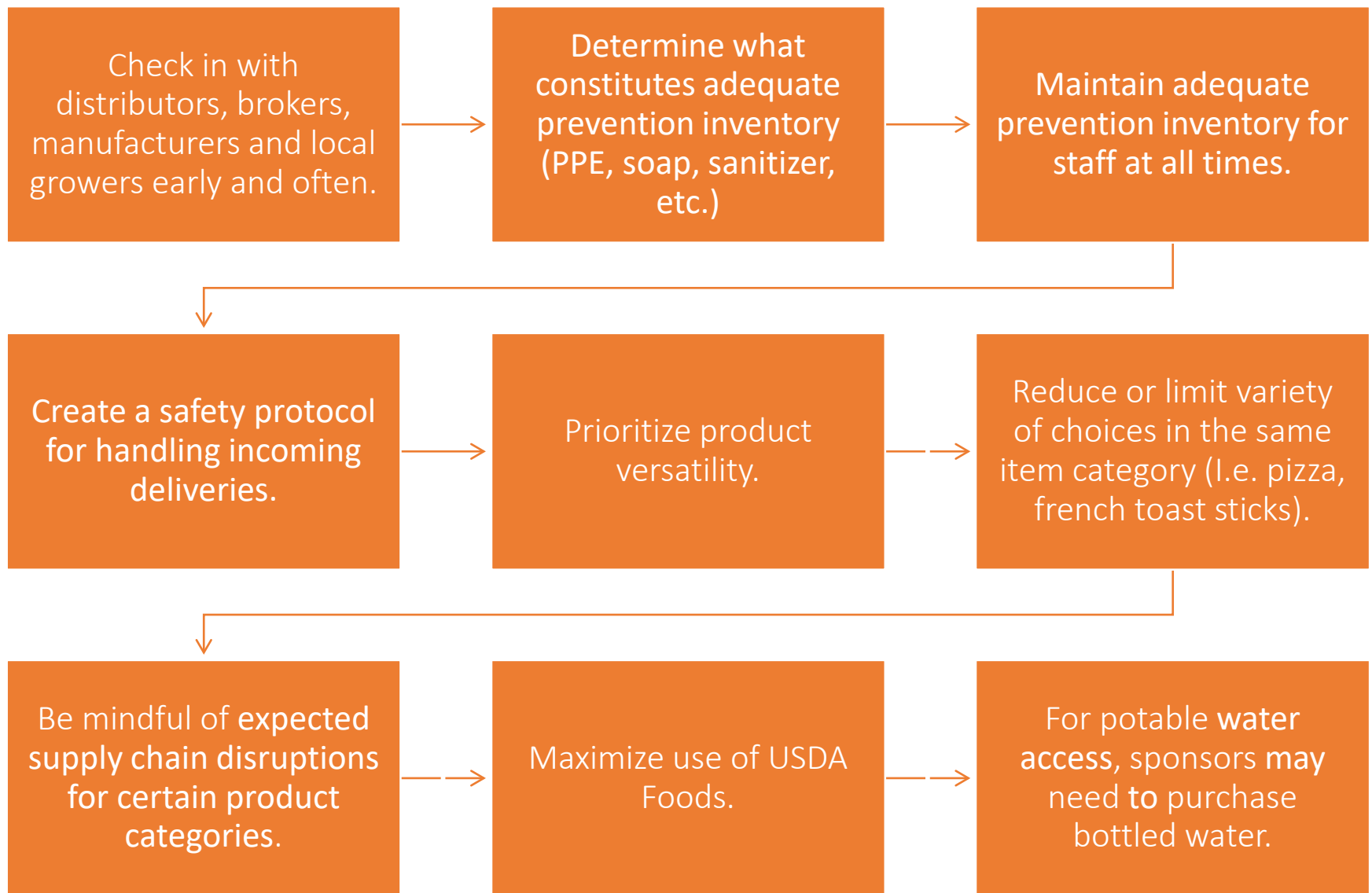
Next
Steps



Next Steps: Safety & Communication



Next Steps: Meal Service



Next Steps: Procurement & Supplies

Meal Service Considerations

- Will regulatory waivers be required for you to provide meal service in the way(s) you are planning?
- Who determines what model the school nutrition department will use to feed kids?
- Do you have sufficient meal packaging supplies? Will this be a line item in your budget?



Meal Service Considerations

- Where and how will students wash their hands before/ after meals?
- Will you need to train teachers to assist with participation counts?
- What technology is necessary— and available—to ensure proper counting and claiming?
- How will students with food allergies be accommodated?





Production Record Considerations

- May not be able to depend on past production records for meal counts. Analyze past data and put together an informed guesstimate.
- Consider implementing a system that allows students to pre-order their meals to assist with meal prep and planning.





Procurement Considerations

- What foods are readily available either through local sources or plentiful national supply?
- What's the minimum lead time manufacturers and the distributors need to ensure adequate supply?
- Are there expected supply chain disruptions for certain product categories?





Cleaning & Sanitizing Considerations

- Before reopening, deep-clean and sanitize your entire facility, focusing on high-contact areas.
- If students will pick meals up in the cafeteria, be prepared to sanitize the serving line between each group.
- If meals are delivered to the classroom, transport equipment will need to be sanitized.





Thank you
for all that
you do!

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Questions?





National Snap Shot of K-12 Operators during COVID-19

Survey Results from Data Essential 2020

74%

have added curb-side pick-up

(among K-12 operators currently open)

	K-12 operators	ALL operators
Open completely for business - in all respects, including dine-in service	2%	5%
Closed our dine-in service, but still offering takeout and / or delivery	67%	65%
Closed completely for the time being	31%	30%

The service model for K-12 has completely changed.

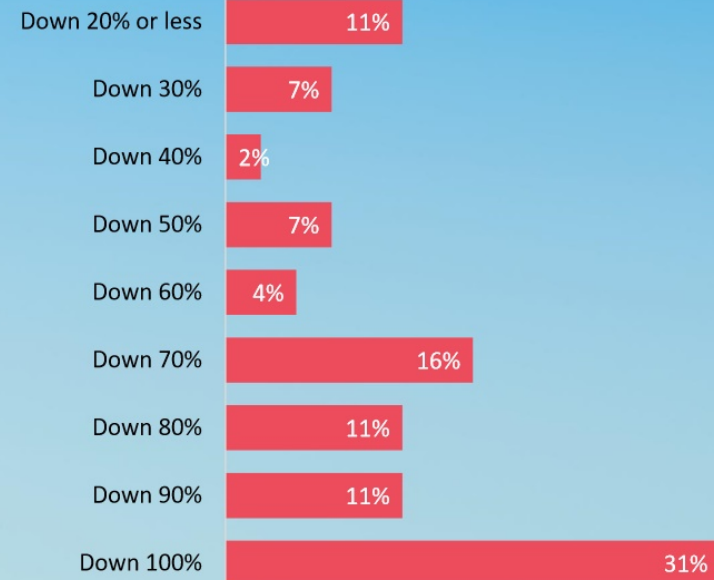
Offering flexibility has reached a whole new level

With the temporary waiver on meal requirements, K-12 operators have been given more leeway than they've ever had. Although most will still try to stick to providing well-rounded and nutrient-dense meals to kids, they aren't tied to label restrictions. Purchasing largely remains the same, and schools are still working with their regular suppliers. Large purchases also still need to be put out to bid by public-school districts, but K-12 operators are more likely to be making micro purchases of additional items that may be better suited to their current service environment than they otherwise would.

K-12 sales have dropped to summer feeding levels but may be ticking back up.

K-12 operators simply aren't serving as many meals as the used to. Many talk of running at "summer levels" and are doing just 10% of their usual meals served.

However, for better or worse, many say that they are seeing an increase in meals served since the pandemic first hit. As schools figure out processes and get the word out, they are finding more families who are taking them up on their offer of free meals. The USDA has been helping increase awareness with an interactive "Find Meals for Kids" online map. In addition, with massive layoffs and furloughs across industries, many families who might not have previously considered using K-12 free meal services are suddenly taking part. What's more, some districts, like Los Angeles, have opened up their grab-and-go meal services to the greater public and say as much as one-third of the meals they serve go to adults in need and two-thirds to children.

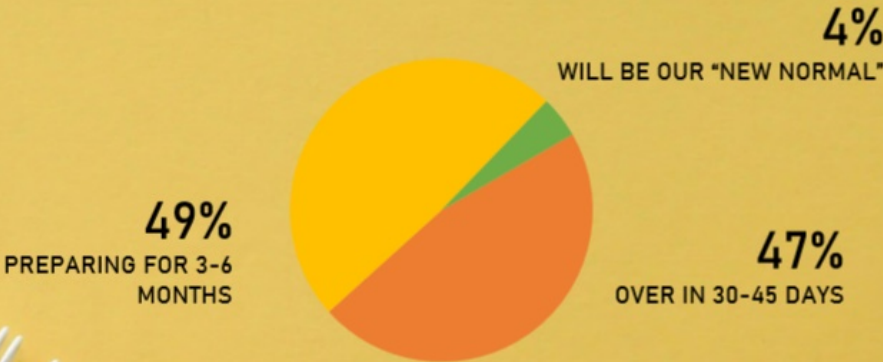


K-12 operators are less likely than operators overall to have a negative outlook for many months.

This difference might be driven by the fact that we are bumping up against the end of the school year. There is a cyclical nature to K-12 dining that means operators are not thinking about the summer but are instead focused on what this means for the rest of the current school year.

what is your outlook on your business as it relates to the Coronavirus crisis?

K-12 operators



ALL operators

Will be our "new normal"	13%
Over in 30-45 days	26%
Preparing for 3-6 months	61%

Confidence is relatively high among K-12.

Similar to healthcare operators, K-12 operators are accustomed to feeding an at-risk population. They already have a lot of BOH safety and sanitation rules and are accustomed to detailed safety regulations. Although the novel Coronavirus is very different than the flu, procedures that K-12 operators already have in place are not all that different than current CDC recommendations. Some operators do still want supplier help of course, but their needs may not be as acute as other segments.

	K-12 operators	ALL operators
Yes - would appreciate some help / guidance from suppliers & manufacturers	29%	36%
No - while we could use help, we're not really looking for this from suppliers & manufacturers	29%	38%
No - no help needed; we feel confident in knowing what steps to take during this crisis	42%	26%





K-12 operators aren't going anywhere.

Although most K-12 schools are currently closed, schooling as we know it isn't going to go away. Once the COVID-19 pandemic is under control, schools will fill up with students again, and that means their cafeterias will fill up too. That doesn't mean operators aren't feeling the pinch or worried about what the future holds. Issues around federal meal reimbursements and student expectations around dining in a post-COVID world may still weigh on K-12 operators' minds.

K-12 operators



ALL operators

Cautiously optimistic; expect our operation to come through this stronger than ever	22%
Worried, but fairly confident our operation will get through this in one piece	65%
Very nervous that our operation will not be able to come back from this crisis	13%

have you laid off staff in
response to COVID-19?

	K-12 operators	ALL operators
No staff cuts due to coronavirus so far	69%	37%
We let go of more than 75% of our staff	18%	34%
We let go of up to 75% of our staff	4%	11%
We let go of up to 50% of our staff	7%	9%
We let go of up to 25% of our staff	2%	10%

K-12 operators are mostly fully-staffed.

Perhaps it is the knowledge that someday schooling — and therefore school feeding — will return to normal, but K-12 operators are better than most segments in keeping staffing levels the same. The segment is also well-served by having a steady customer base (even if it is a small fraction of their usual meals served) and government support (through the National School Lunch Program). Operators are not necessarily putting all their staff to work. Most aren't, but they are keeping their staffing levels relatively high, which among other things means they could quickly ramp up and return to normal operations if needed.

