

SUPPLEMENTAL INFANT MENU BOOK

for

Child and Adult Care Food Program Participants



OFFICE OF CHILD NUTRITION



Program Year 2022-2023

Jackson, Mississippi



MISSISSIPPI DEPARTMENT OF EDUCATION
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Child and Adult Care Food Program

MENU BOOK

**Mississippi Department of Education
Office of Child Nutrition**

Child or Adult Care Center

Cook or Center Manager

Menus beginning _____

Menus ending _____

USDA requires all records to be kept for a period of three years plus the current program year.

Instructions for Completing the CACFP Menu Book

1. Plan Menus at least two weeks in advance.
2. Follow the meal patterns established by the Child and Adult Care Food Program. Write menus in the book.
3. If menus are printed on another sheet, copy them into the menu book. Include vended meals.
4. Use the "Food Buying Guide" and the formula to determine the amount of food to purchase for the menu. Prepare an order or shopping list.
5. **Record Daily:** the actual amount of food used (production), the date and the number of planned meals, for children and adults. Use the formula to determine the amount of food to prepare. Prepare only the amount of food needed for the day's meals.
6. When recording production, show the correct purchase units and the actual amount of each food used.
7. If a food is on the menu and is not served, do not erase it. Mark through the food with one line and indicate the substituted food. Make sure the substituted food meets the meal pattern requirement.
8. Meal counts shall be taken at point of service. Take counts after each child is served a meal. Record meal counts following each meal service on the CACFP-4a meal count forms when each child receives a reimbursable meal.
9. This menu book is documentation that meals meeting requirements are being served. If food and production for meals claimed are not recorded in this book, the meals cannot be claimed for reimbursement. Overclaims (repayment of reimbursement to the Mississippi Department of Education) may be made against the child care center's food account.
10. Bread or Bread Alternative has been changed to "Whole Grain Rich". To meet the requirement for a "Whole Grain" product served once daily make an abbreviated note of this on menu (ex: WG).
11. Age Categories for Infant and 13-18 have been added to record meals served to them.
12. Infant meals are to be recorded in this menu book for food from the kitchen. Jar food and any other food the parent or guardian supplies should be recorded separately in the Infant Menu Book.
13. Milk has been changed to "Milk Fluid" (Type). The type will need to be noted in the menu book. Document all types of milk used for meals.
14. This book shall always remain at center for three years plus the current year. Do not remove it from the center!

HOW TO PLAN MENUS

1. Set aside a definite time for menu planning.
2. Select a quiet place.
3. Collect all materials needed.
4. Prepare an inventory or list of foods on hand.
5. Review the previous menu used. Make notes as menus are used.
6. Consider the use of seasonal and plentiful foods.
7. Be aware of current prices.
8. Plan menus at least **two weeks** in advance of the time they will be served. Using cycle menus saves time and energy. It is recommended that a cycle be three weeks or longer.
9. Follow the established meal pattern as shown in the menu book.
10. If menus are printed on another sheet, they are to be copied into the menu book.
11. Consider budget, staff workload, available equipment, the children's food preferences and nutritional needs.
12. Plan the menus by meal types:
 - A. Breakfast-complete in this order:
 - Juice or fruit or vegetable
 - Grain -Whole Grain Rich Product (WG), must be served once daily
 - Milk Fluid (Type)
 - Meat or meat alternate may be used to meet the grain/bread requirement a maximum of three times a week (One ounce of meat equals 1 ounce equivalent of grains.)
 - B. Lunches-complete in this order:
 - Meat or meat alternate
 - Vegetable
 - Vegetable or fruit
 - Grain-Whole Grain Rich Product (WG), must be served once daily
 - Milk Fluid (Type)
 - C. Snacks-plan and serve two items from the following:
 - Meat or meat alternate
 - Juice or fruit
 - Vegetable
 - Grain-Whole Grain Rich Product (WG), must be served once daily
 - Milk Fluid (Type)
13. Include a variety of foods and preparation methods. Include foods which are sources of vitamin A, vitamin C, and iron.
14. Evaluate menus.

Sample

For the Week Beginning: 10/7/2019	DATE: 10/7/19 MONDAY	# of Infants	DATE: 10/8/19 TUESDAY	# of Infants
BREAKFAST	Total # of Infants:	5	Total # of Infants:	3
Birth through 5 months				
4-6 ounces breastmilk or formula	8 oz formula	2	4 oz formula	1
6 through 11 months				
6-8 ounces breastmilk or formula AND	12 oz formula	3	6 oz formula	2
0-4 tbsp infant cereal, meat, fish, poultry, whole egg, cooked dry beans, or cooked dry peas (specify) OR	6 tbsp cereal	3	4 tbsp cereal	2
0-2 ounces of cheese OR				
0-4 ounces (volume) cottage cheese OR				
0-4 ounces or 1/2 cup of yogurt; or a combination of the above (specify)*				
0-2 tbsp vegetable or fruit or a combination of both*	6 tbsp applesauce	3	4 tbsp peaches	2
LUNCH/SUPPER	Total # of Infants:	5	Total # of Infants:	3
Birth through 5 months				
4-6 ounces breastmilk or formula	8 oz formula	2	8 oz formula	2
6 through 11 months				
6-8 ounces breastmilk or formula AND	18 oz formula	3	8 oz formula	1
0-4 tbsp infant cereal, meat, fish, poultry, whole egg, cooked dry beans, or cooked dry peas (specify) OR	6 tbsp cereal	3	2 tbsp cereal	1
0-2 ounces of cheese OR				
0-4 ounces (volume) cottage cheese OR				
0-4 ounces or 1/2 cup of yogurt; or a combination of the above (specify)*				
0-2 tbsp vegetable or fruit or a combination of both*	6 tbsp green beans	3	2 tbsp green peas/bananas	1
SNACK	Total # of Infants:	5	Total # of Infants:	3
Birth through 5 months				
4-6 ounces breastmilk or formula	8 oz formula	2	8 oz formula	2
6 through 11 months				
2-4 fluid ounces breastmilk or formula; AND	12 oz formula	3	8 oz formula	3
0- 1/2 slice bread; OR 0-2 crackers OR 0-4 tbsp infant cereal or ready-to-eat breakfast cereal AND	6 crackers	3	6 crackers	1
0-2 tbsp vegetable or fruit or a combination of both*	6 tbsp applesauce	3	6 tbsp peas	3

*required when infant is developmentally ready

<u>DATE: 10/9/19</u>	# of Infants	<u>DATE: 10/10/19</u>	# of Infants	<u>DATE: 10/11/19</u>	# of Infants
WEDNESDAY		THURSDAY		FRIDAY	
Total # of Infants:	5	Total # of Infants:	4	Total # of Infants:	4
8 oz formula	2	8 oz formula	2	8 oz formula	2
12 oz formula	3	8 oz formula	2	8 oz formula	2
6 tbsp cereal	3				
		2 oz cheese	2	2 oz cheese	2
3 tbsp carrots	3	2 tbsp peas	2	2 tbsp peas	2
Total # of Infants:	5	Total # of Infants:	4	Total # of Infants:	4
8 oz formula	2	24 oz formula	1	6 oz formula	1
18 oz formula	3	24 oz formula	3	24 oz formula	3
12 tbsp cereal	3	12 tbsp cereal	3	12 tbsp cereal	3
6 tbsp strained peas	3	6 tbsp applesauce	3	6 tbsp applesauce	3
Total # of Infants:	5	Total # of Infants:	4	Total # of Infants:	4
12 oz formula	2	24 oz formula	2	8 oz formula	2
12 oz formula	3	36 oz formula	2	8 oz formula	2
3 tbsp cereal	3	2 tbsp cereal	2	2 tbsp cereal	2
3 tbsp banana	3	4 tbsp peaches	2	4 tbsp applesauce	2

For the Week Beginning:

	DATE:	# of Infants	DATE:	# of Infants
	MONDAY		TUESDAY	
	Total # of Infants:		Total # of Infants:	
BREAKFAST				
Birth through 5 months				
4-6 ounces breastmilk or formula				
6 through 11 months				
6-8 ounces breastmilk or formula AND				
0-4 tbsp infant cereal, meat, fish, poultry, whole egg, cooked dry beans, or cooked dry peas (specify) OR				
0-2 ounces of cheese OR				
0-4 ounces (volume) cottage cheese OR				
0-4 ounces or 1/2 cup of yogurt; or a combination of the above (specify)*				
0-2 tbsp vegetable or fruit or a combination of both*				
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4-6 ounces breastmilk or formula				
6 through 11 months				
6-8 ounces breastmilk or formula AND				
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0-2 ounces of cheese OR				
0-4 ounces (volume) cottage cheese OR				
0-4 ounces or 1/2 cup of yogurt; or a combination of the above (specify)*				
0-2 tbsp vegetable or fruit or a combination of both*				
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Birth through 5 months				
4-6 ounces breastmilk or formula				
6 through 11 months				
2-4 fluid ounces breastmilk or formula; AND				
0- 1/2 slice bread; OR 0-2 crackers OR 0-4 tbsp infant cereal or ready-to-eat breakfast cereal AND				
0-2 tbsp vegetable or fruit or a combination of both*				

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For the Week Beginning:

	<u>DATE:</u>	# of Infants	<u>DATE:</u>	# of Infants
	MONDAY		TUESDAY	
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