

# Regional Professional Development: Red Book and Offer Versus Serve

A Train the Trainer Approach

October 2019



**Schools Support Staff**

## VISION

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To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens

## MISSION

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To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community

MISSISSIPPI STATE BOARD OF EDUCATION  
**STRATEGIC PLAN GOALS**

**1**

**All  
Students  
Proficient  
and Showing  
Growth in All  
Assessed  
Areas**



**2**

**Every  
Student  
Graduates  
from High  
School and  
is Ready for  
College and  
Career**



**3**

**Every  
Child Has  
Access  
to a High-  
Quality Early  
Childhood  
Program**



**4**

**Every  
School Has  
Effective  
Teachers and  
Leaders**



**5**

**Every  
Community  
Effectively  
Uses a  
World-Class  
Data System  
to Improve  
Student  
Outcomes**



**6**

**Every  
School and  
District is  
Rated “C” or  
Higher**



# Techniques for Effective Training



## Strategies for Adult Learners



# Handouts

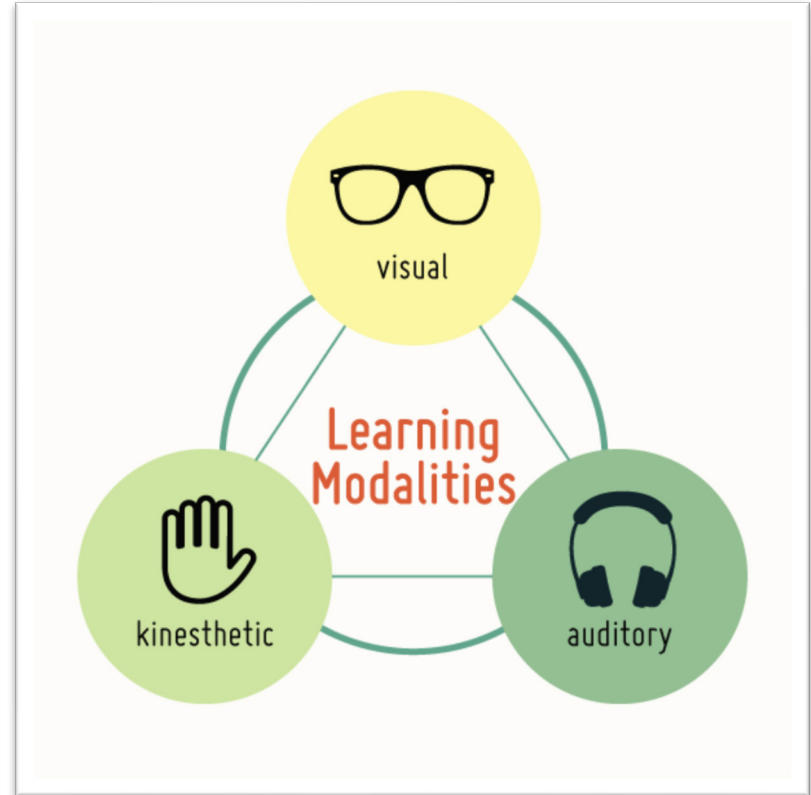
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Handouts are available in your packet. Take a few minutes to locate and review

- Understanding the Train the Trainer Model
- Learning Activities

# How do you effectively train Adult Learners (AL)?

- You must understand **how** adults learn.
- There are three (3) styles in which adults learn:
  1. **Visual:** books/videos
  2. **Auditory:** tapes/lectures
  3. **Kinesthetic:** Hands-on



# Characteristics of Adult Learners (AL):

- Most self-directed, some require more guidance.
- Most “goal-driven” and **want** to do a good job.
- Want to learn practical skills and ways to do their jobs.
- Benefit most from hands-on activities.
- Make connections between New and Current Skills



## Eight (8) Strategies for Effective Communication:

A woman with long brown hair, wearing a grey blazer and blue jeans, stands on the left side of the frame, gesturing with her hands as she speaks to a group of people. The group, consisting of several men and women, is seated at a long table in the foreground, facing her. The room has a white brick wall and large windows in the background, letting in natural light. The overall atmosphere is professional and collaborative.

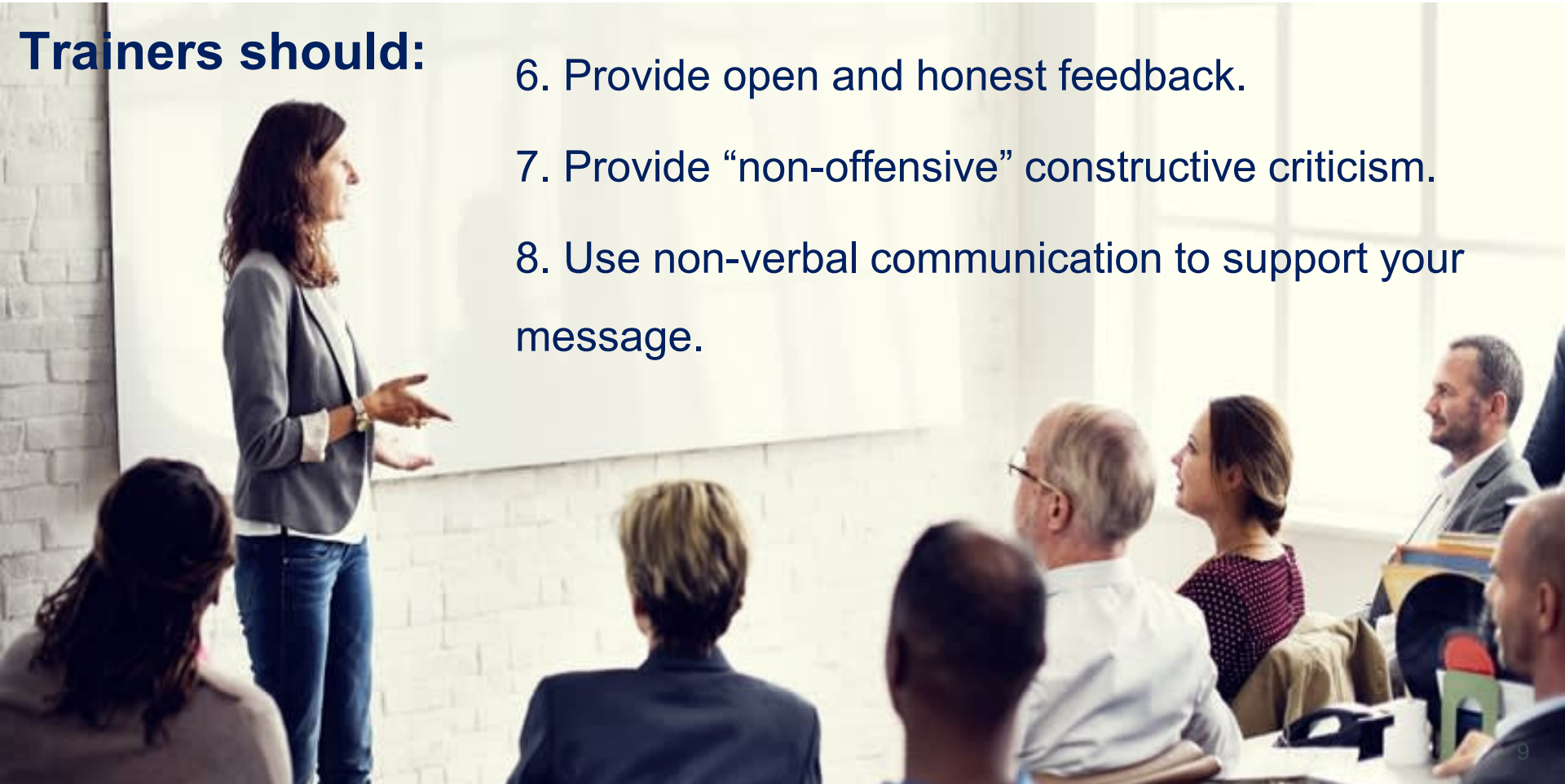
**Trainers should:**

1. Always provide necessary details.
2. Use familiar vocab/acronyms.
3. Be an active listener.
4. Use language that is easy to follow & understand.
5. Check for Understanding from Trainees.

## Eight (8) Strategies for Effective Communication (cont):

**Trainers should:**

6. Provide open and honest feedback.
7. Provide “non-offensive” constructive criticism.
8. Use non-verbal communication to support your message.



# The **TARGETED** goal for Trainers should be to:

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- Arrive at least **20-30 minutes** before the training session.
- Direct participants
- Lead Discussions
- Listen Effectively
- Make Observations
- Support Participants

# Trainers Summary:

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- Create a vision of your desired outcome
- Plan and become the “Subject Matter Expert” (SME)
- Build relationships with trainees
- Create an environment for trainees to learn
- **ALWAYS CELEBRATE** trainees’ accomplishments!

“A **LEADER** is the one  
who knows the way,  
goes the way and  
shows the way!”

*~John C. Maxwell*





# All resources posted on the CN website

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<https://www.mdek12.org/OCN/Resources>

# Required Planning and Production Book



## The Red Book

# Locate & Review your Handouts for this Section

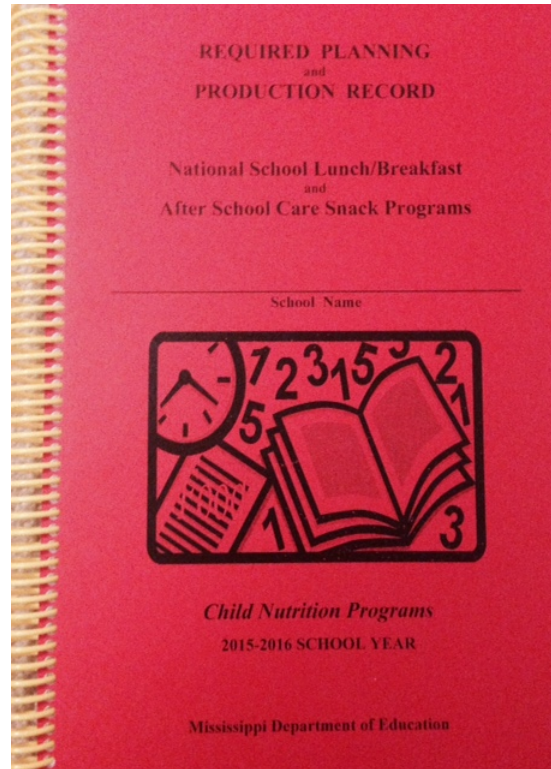
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- Meal Preparation Documentation Ch. 4
- Meal Pattern Charts
- Flexibilities for Milk, WG, and Sodium
- Exhibit A Grain Requirements

## For the Activity

- MRS Recipes Oct 2019
- Fruit and Yogurt Place Recipe
- Food Production Participant Workbook

# Required Food Planning and Production Record



# Inside The Red Book



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# Required Food Planning and Production Record

## Inside The Red Book

	9		10a				10b		11		12		13		14		15 Comments
	Laptime		Food Prepared Today				Lbs. Cons.		Portions Prepared (9+10a)		Portions Served		Portions Stored		Portions Discarded		
	Portions Used Today		# Portions	MMA	MMA	MMA	100	100	MMA	MMA	MMA	MMA	MMA	MMA	MMA	MMA	
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V
14																	
15																	
16																	
17																	
18																	
19																	
20																	
21																	
22																	
23																	
24																	
25																	
	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F
26																	
27																	
28																	
29																	
30																	
31																	
32																	
33																	
34																	
35																	
	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G
36																	
37																	
38																	
39																	
40																	
41																	
42																	
43																	
44																	
45																	

**Additional Foods:**  
 Soup, Cream of Chicken - 1 can  
 Ketchup PC - 2 Boxes  
 Ranch Dressing - 2 Boxes  
 Mayonnaise - 1 Box

# Making Alterations

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## Want to Make Alterations to the State Prototype?

- If you wish to make alterations to the state's breakfast or lunch prototype, you need to submit in writing a copy to Office of Child Nutrition for approval.
- You should be using the same production record for all preparation locations within your district.

# Documentation

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Federal Regulations (7 CFR Section 210.10(a)(3) and 220.8 stipulate that:

- Schools or SFAs, as applicable, must keep production and menu records for the meals they produce.
- These records must show how the meals offered each day contribute to the required food components and food quantities for each grade group.



# Production Book (PB) Documentation Requirements

- The PB must indicate how meals offered contribute to each required food component (*we currently don't have columns for vegetable subgroups in the production book, but those are important*)
- Menu/food items must be **recorded daily** in the PB
- PB must indicate adequate quantities of food items were planned and produced to offer each child the minimum quantities mandated by the meal pattern.

Production records **must remain on site!!!**

# Documentation

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- PB must show what was actually planned, offered, *and* served.
- Records must be kept according to Food and Nutrition Services (FNS) guidance in the Menu Planner for Healthy Meals, Chapter 4.
- Records must be kept for **3 years** plus the current year.

# The Red Book Table of Contents

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- Infant Meal Pattern
- Ages 1-5 Years – Meal Pattern for Lunch
- National School Lunch Program (NSLP) Meal Pattern Requirements
- Commonly Eaten Vegetables in Each Vegetable Subgroup

# The Red Book Table of Contents

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- School Breakfast Program
- Supplements and Snacks
- Determining the Quantities of Food **(Column 10b)**
- Pan Capacity – Portion Chart
- Instructions for Daily Completion of the Production Record
- Food Production Worksheet (Examples 1 and 2)

# Purpose of the Red Book Training

- Review the information required on the menu production record.
- Demonstrate how to credit foods to the correct food components.
- Demonstrate how to document the actual quantities prepared and served to students, adults, and for Extra sales, and the amount leftover.

# Purpose of the Red Book Training

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- Understand, and convey to your staff, how the Mississippi Recipes for Success (MRS) works for you and your program beyond documenting and recording information.

# Standardized Recipes (MRS)

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## 1. Reliable Nutrition Content

- Provide consistent meal component contributions
- Provide consistent calories, saturated fat, and sodium

## 2. Food-Safe Practices

- Provide food-safe preparation steps (avoid cross-contamination and cross-contact)
- Provide CCPs for time and temperature

# Standardized Recipes (MRS)

## 3. Product Quality and Quantity Management

- Provide consistently high-quality food items
- Yield the same quantity of product each time
- Indicate multiple serving yields, based on different portion amounts ( $\frac{1}{2}$ -cup portions vs.  $\frac{3}{4}$ -cup portions for different grade groups)



# Standardized Recipes (MRS)

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## 4. Reliable Production Forecasting

- Predict the number of portions from each recipe accurately
- Eliminate excessive amounts of leftovers or need for substitutions.

# Standardized Recipes (MRS)

- Cooking time and temperature – as required
- Serving size – single portion size weight and/or volume
- Serving utensils – scoops, ladles, spoodles, etc.
- Component contributions per portion amount –fruits, vegetables including subgroups, grains, meats/meat alternates, and fluid milk (always 1cup unless credited in smoothie recipes).

# Standardized Recipes

Contribution by Portion

Ingredients

Instructions

Source: MRS 2020

## CHICKEN TETRAZZINI (WGR) - BRIGGS

MRS: 550 – Poultry (500s)

### MEAL COMPONENT CONTRIBUTION:

2 oz. eq. meat/meat alternate, 1 oz. eq. whole grain, 1/4 cup other vegetable

NUMBER OF PORTIONS: 100 SIZE OF PORTION: 6 ounces

RECIPE HACCP PROCESS: #2 - Same day service

MEAT/MEAT ALTERNATE : WHOLE GRAINS : VEGETABLES (OTHER)



INGREDIENT	MEASURE (FOR 100 SERVINGS)
Water, Municipal, Mississippi	6 gallon(s)
Salt, Table, #2219	1 tablespoon(s) + 1 teaspoon(s)
Pasta, Spaghetti, WGR, #2135	9 pound(s) + 8 ounce(s)
Pan Release Spray, Vegetable Oil, #2514	5 50 ounce can(s)
Onions, Yellow, Diced 1/4", Raw, #4009	3 pound(s)
Carrots, Fresh, Raw, Shredded, #4003	1 pound(s)
Celery, Fresh, Diced, #4005	1 pound(s)
Bell Peppers, Green, Whole, Fresh, #4104	2 cup(s)
Milk, Reduced Fat, 2% Milkfat, Bulk	1 gallon(s) + 3 quart(s)
Soup, Cream of Chicken, Low Sodium, #2512	2 quart(s)
Salt, Table, #2219	1 teaspoon(s)
Mustard, Powder, Dry, #2712	1 teaspoon(s)
Pepper, White, Ground, #2720	1 tablespoon(s) + 1 teaspoon(s)
Garlic Powder, #2709	1 teaspoon(s)
Parsley, Dried, Chopped, #2717	1/4 cup(s)
Pimentos, Diced, Canned, #2817	1 pound(s)
Chicken, Diced, Cooked, IQF, #1019	13 pound(s) + 8 ounce(s)
Cheese, American, Grated/Shredded, #1307	12 ounce(s)
Cheese, Mozzarella, Shredded, #1307	12 ounce(s)

### DIRECTIONS

- Boil water and salt in a steam-jacketed kettle or stock pot, then add spaghetti. Cook until al-dente (cooked just long enough to be still firm, and not too soft) for 10 - 12 minutes. Drain off liquid.
- Spray steam-jacketed kettle or large saucepan with pan release spray.
- Mix the onions, carrots, celery and bell peppers and add them to the steam-jacketed kettle or large saucepan. Sauté or steam vegetable mix, stirring frequently until tender.
- Add milk, cream of chicken soup, salt, dry mustard, white pepper, garlic powder, parsley, and pimento and stir until well blended. Cook for 3 minutes or till heated thoroughly.

# Standardized Recipes

Serving Utensils

Time & Temp

Yield

Nutrients

Source: MRS 2020

MRS: 550 — Poultry (500s)

## CHICKEN TETRAZZINI (WGR) - BRIGGS

### DIRECTIONS

5. In each steamtable pan (12" x 20" x 2½"), combine 3 pounds and 12 ounces (3 quarts) of cooked spaghetti, 3 pounds and 2 ounces (3 quarts) of cooked diced chicken, 3 quarts and 1 cup of cooked vegetables/sauce mixture. Mix all the ingredients together. For 100 servings, use 4 steamtable pans.
6. To bake:  
Conventional oven: 350 degrees F, 40 minutes.  
Convection oven: 350 degrees F, 30 minutes.  
Bake until the top is golden brown.  
CCP: Heat to 165 degrees F or higher for 15 seconds at the completion of the cooking process.
7. Sprinkle 3 ounces of each cheese on top of each pan. Allow cheese to melt before serving.
8. Cut each full-size steamtable pan 5 x 5 to portion 25 servings per pan. Serve immediately or cover and place in warmer until ready for service.  
Portion one square per serving. Each portion provides 2 oz. eq. of meat/meat alternate, 1 oz. eq. of whole grain, and 1/4 cup of other vegetable.  
CCP: Hold and maintain product at a minimum temperature of 135 degrees F. Check temperature every 30 minutes. Leftovers should be covered, labeled, and dated. Quick chill within 6 hours to 41 degrees or lower.

### PRODUCTION NOTES

Use USDA Foods or Department of Defense (DOD) foods when available.  
Refer to USDA FNS Food Buying Guide for School Meal Programs for quantities to purchase if recipe is altered.  
If changes are made in ingredients, check crediting information and re-calculate the nutrition analysis.  
"Culinary Techniques for Healthy School Meals" provides seasoning and serving ideas for poultry.

### SERVING NOTES

Garnish with parsley sprigs and lemon twists for added eye appeal.

### MISCELLANEOUS NOTES

Yield: 100 servings will use 4 full-size steamtable pans.

### NUTRIENTS PER SERVING

Calories	327	Dietary Fiber	3.01 g	Sodium	355.00 mg	Sat. Fat	2.77 g
Carbohydrates	38.10 g	Protein	28.15 g	Total Fat	6.37 g	Trans Fat	0.00 g

# The Purpose of the Production Book

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- Planning
- Communication
- Documentation

# Planning

The Red Book allows the menu planner to plan Daily/Weekly for:

- ✓ Meal pattern requirements
- ✓ Correct quantities of food components
- ✓ Components (F, V, M/MA, G)
- ✓ Minimums & Maximums
- ✓ Amount of food to purchase



# Communication

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The Red Books are used to communicate what to use:

- Form of food items
- Standardized recipes
- Processed convenience products
- Serving sizes

# Timeline: Pre-Production Activities

**You can fill in pre-production information days or weeks in advance.**

- Pre-Production Columns include: Columns 1-11
  - Column 1 can be pre-populated with DATE, but NOT participation
  - Column 9 “may” be pre-populated, but not necessarily
- *Hint: Good idea to use a pencil!*
- List the PRE-PLANNED number of portions for students, faculty, and in-kind.
- List all pre-planned extra portion sales



# Timeline: Post-Production Activities

**After meal: The second step of completing a production record happens on the day-of-service.**

- Columns 12-15 completed at the end of the day
- Quantity of food actual number of servings offered (prepared), if different from the planned (projected).
- Record the leftover portions stored, leftover portions discarded, and comments to clarify any action that is not self-explanatory, such as special events or weather.

# Required information

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- Site and date
- Offer Versus Serve (OVS) – planned portions should demonstrate whether or not you have produced enough if you have implemented OVS
- Menu or food items, including condiments, extras
- MRS Recipe numbers (or other recipe code)
- Grade groups to be served

# Required information

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- Contribution to the food components by grade group
- Total projected servings
- Amount of food to be used
- Actual servings by grade group(s), and Other (adults, “extra sales”, and kitchen staff)
- Leftovers

# Format of the Production Book

## The “Red Book”

# Two-Step Process for Completing Production Records

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- This first step includes listing preproduction elements needed. Columns 1-11.
- The second step is production information added the day of meal service. Columns 12-15

# Production Book Columns

Column 1 – Date/Participation

Column 2 - Menu

Column 3 - Planned Portion

Column 4 - Food Items

Column 5 - Breakfast

Column 6 - Lunch

Column 7- Snack

Column 8 – Contribution Size

Column 9 – Leftover Portions

Column 10 – Food Prep. Today

Column 11 – Total Portions

Column 12 – Portions Served

Column 13 – Portions Stored

Column 14- Portions Discarded

Column 15 - Comments

## Step One:

### Pre-production Information



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# Required Food Planning and Production Record ~ Example

Date:	2	3a	3b	4	5	6	7	8
Participation	MENUS	Plan Prtns	Xtra Prtns	FOOD ITEMS	B	L	S N	CONTRIBUTION SIZE
BREAKFAST SERVED:				MEAT/MEAT ALTERNATE	M	M	M	9-12

9	10a	10b	11	12	13	14	15
Leftover Portions Used Today	Food Prepared Today		Portions Prepared (9+10a)	Portions Served	Portions Stored	Portions Discarded	Comments
	# Portions	Lbs. Cns. Ea. Etc...					
M/MA M/MA	M/MA	M/MA	M/MA	M/MA	M/MA	M/MA	
1							
2							
3							



# Column 1: Date and Participation

**Date:** Record date of use.

**Participation:** Record number of meals served for breakfast and lunch and total after school snack served at the end of meal service.

Date: 8/6/2018	
Participation	
BREAKFAST SERVED:	
K-5	
6-8	
K-8	206
9-12	103
ADULTS PAID:	
	6
IN KIND:	
	6
TOTAL:	
	321
LUNCHES SERVED:	
K-5	
6-8	
K-8	270
9-12	234
ADULTS PAID	
	15
INKIND	
	6
TOTAL	
	525

18	2	3a	3b
MENUS		Plan Price	Menu Price
<b>BREAKFAST</b>			
	Oranges		335
	Cheese Toast		335
	Fruit Juice		335
	Milk		335
<b>LUNCH</b>			
	Chicken Terzozini	180	
	Sloppy Joe on a Slider	290	20
	Chef Salad	45	
	Whole Grain Crackers	45	
	French Fries	400	30
	California Veggies	100	
	Baby Carrots & Grape	100	
	Tomatoes	350	
	Glimming Chilled Peas	250	
	Apple	300	30
	Milk		

*NOTE: it does NOT matter which order you list breakfast or lunch menu!*

**3 - Planned Portion:** Record number of servings planned for each menu item. Indicate the number planned for meals in Column 3a and number planned for extra food sales in Column 3b.

# Column 4: Food Items

List all food items used in the day's food preparation that contribute towards the component.

*See example in front of production book.*

4				
FOOD ITEMS				
MEAT/MEAT ALTERNATE				
Chicken, Cooked, Diced				
Ground Beef				
Turkey Ham, Diced			CS	
Turkey Breast			CS	
American Cheese, Shredded			CS	
Egg Hard Boiled			CS	
VEGETABLE V V V V				
French Fries				
Tetrazzini Vegetables				
California Mix Vegetables				
Baby Carrots				
Grape Tomato				
Salad Spring Mix			CS	
Lettuce Iceberg			CS	
Tomatoes, Fresh			CS	

## Columns 5-7: Meal Service Type

### 5-B: Check if items is served at breakfast.

**6-L:** Check if item is served at lunch.

**7-SN:** Check if item is served at after school snack.

5		6		7	
B	L	S <sub>N</sub>			
MMMMM					
	X				
	X				
	X				
	X				
	X				
	X				
V V V V V					
	X				
	X				
	X				
	X				
	X				
	X				
	X				
F F F F F					
X					
	X				
	X				
X					
G G G G G					
X					
X					
	X				
	X				
	X				

# Column 8: Contribution Sizes

8

Record contribution sizes in the appropriate column. If contribution sizes are varied, record contribution sizes by age/grade groups.

CONTRIBUTION SIZE			
K-8		9-12	
2oz		2oz	1
2oz		2oz	2
1oz		1oz	3
1oz		1oz	4
½oz		½oz	5
½oz		½oz	6
			7
			8
			9
			10
			11

# Columns 9-11

- **9-Leftover Servings Used today:** If using leftover food items, record number of servings.
- **10- Quantity of Food Prepared Today:** (10a) Record number of portions (*This includes extra food items as listed in column 3a*) and (10b) total amount of each food item prepared today (*Use weight, number of pounds, size of cans, etc., as applicable*).
- **11-Total Portions Prepared:** Record total number of portions prepared for service including leftovers (column 9) and foods prepared for this date (column 10a).

Column 11 = Columns 9 + 10a.

	9	10a	10b	11
	Leftover Portions Used Today	Food Prepared Today		Portions Prepared (9+10a)
		# Portions	Lbs, Cans, Etc., Etc.	
	M/M/A	M/M/A	M/M/A	M/M/A
1		180	22.5 lb.	180
2		310	53.5 lb.	310
3	3	42	2 lb. 10oz	45
4	3	42	2 lb. 10oz	45
5	3	42	1.5 lb.	45
6	3	42	21 eggs	45
7				
8				
9				
10				
11				
12				
13				
	V V V	V V V	V V V	V V V
14		460	84 lb.	460
15		180	6.75 lb.	180
16		100	21.25 lb.	100
17		100	6.25 qts	100
18		100	6.25 qts	100
19	3	42	5 lbs	45
20	3	42	6.75 lb.	45
21	3	42	3.5 lb.	45
22				
23				
24				
25				

# Post-Production: Day of Service

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After meal: The second step of completing a production record happens on the day-of-service.

## Columns 12-14: What Happens to Prepared Food?

## 12 -Number of Portions Served:

Record actual number of portions to students, faculty, in-kind, extra sales, etc., on this date.

### 13 - Number of Portions Stored:

Record number of portions stored for later use. Refrigerated leftover items should be used within 48 hours. If leftover portions are to be frozen for later use, this should be done immediately after properly cooling the item. Label container with name of food item and date stored.

## 14-Number of Portions Discarded:

Record any servings of food that are discarded and explain in the comment column.

[illegible]



## Column 15: Comments

Use this section to clarify any action that is not self-explanatory. Record any special events and weather factors that affected participation.

- Field Trips
- Weather Delays/Closures
- Loss of Power

Some managers use this column to indicate which date they intend to bring any leftovers back for service.

[illegible]

# THE RIGHT SIDE of the RED BOOK

	9 Leftover Portions Used Today		10a Food Prepared Today # Portions		10b Lbs., Cns., Etc., Etc.		11 Portions Prepared (9-10a)		12 Portions Served		13 Portions Stored		14 Portions Discarded		15 Comments
	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	M/M/A	
1															
2			180		22.5 lb.		180		177					3	
3			310		53.5 lb.		310		304					6	
4	3		42		2 lb. 10oz		45		41		4				Use 8/28.
5	3		42		2 lb. 10oz		45								
6	3		42		1.5 lb.		45								
7			42		21eggs		45								
8															
9															
10															
11															
12															
13															
14	V	V	V	V	V	V	V	V	V	V	V	V	V	V	
15			460		84 lb.		460		453					7	
16			180		6.75 lb.		180		177					3	
17			100		21.25 lb.		100		96		4				Use 8/28
18			100		6.25 qts		100		89		11				Use in chef salad 8/12
19			100		6.25 qts		100								
20	3		42		5 lbs		45		41		4				
21	3		42		6.75 lb.		45								
22	3		42		3.5 lb.		45								
23															
24															
25															
26	F	F	F	F	F	F	F	F	F	F	F	F	F	F	
27			354		3 cs (118ct)		354		321		33				Use 8/12
28			350		14 - #10		350		318		32				Use 8/12
29			280		2 1/2 cases		280		252		28				Use 8/12
30	18		335		5 cases		368		321		47				Use 8/12
31															
32															
33															
34															
35															
36	G	G	G	G	G	G	G	G	G	G	G	G	G	G	
37			335		335 slices		335		321					14	
38			335		4 1/2 Lbs		335		321					14	
39			180		17 1/2 Lbs		180		180						
40			310		310 Buns		310		304					6	
41			50		50 Pkgs		50		50						
42	15		324		1.5 cases		339		335					4	
43			339		1.75 cases		339		335					4	
44			50		50 pkts		50		50						
45															

**Additional Foods:**  
 Soup, Cream of Chicken – 1 cn  
 Ketchup PC - 2 BX  
 Ranch Dressing - 2 BX  
 Mayonnaise - 1 BX

# Additional Foods

You must notate items that are included in the recipe, but do not contribute to a component such as sugar, packets of ketchup/mayo/mustard, gelatin, salt and pepper.

43						
44						
45						

## Additional Foods:

Soup, Cream of Chicken – 1 can  
Ketchup PC - 2 Boxes  
Ranch Dressing - 2 Boxes  
Mayonnaise - 1 Box

*Note: there is no designated column for additional foods, but should be recorded on bottom right margin of page*

# ADDITIONAL FOODS

- All items offered to students must be entered into the production record- including condiments.
- Why? Because all foods affect the average weekly nutrient analysis.



# ADDITIONAL FOODS

	9		10a		10b		11		12		13		14		15
	Leftover Portions Used Today	# Portions	Food Prepared Today		Lbs, Cns, Etc., Etc.	Portions Prepared (9+ 10a)	Portions Served	Portions Stored	Portions Discarded						
			M/M/A	M/M/A						M/M/A	M/M/A	M/M/A	M/M/A		
1			180		22.5 lb.		180		97				3		Use 8/28
2			310		53.5 lb.		310		304				6		
3	3		42		2 lb. 10oz		45	}	41		4				
4	3		42		2 lb. 10oz		45								
5	3		42		1.5 lb.		45								
6	3		42		21eggs		45	}							
7															
8															
9															
10															
11															
12															
13															
	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V
14			400		84 lb.		460		453				7		Use 8/28 Use in chef salad 8/12
15			180		6.75 lb.		180		97				3		
16			100		21.25 lb.		100		96		4				
17			100		6.25 qts		100	}	89		11				
18			100		6.25 qts		100								
19	3		42		5 lbs		45		}	41		4			
20	3		42		6.75 lb.		45								
21	3		42		3.5 lb.		45								
22															
23															
24															
25															
	F	F	F	F	F	F	F	F	F	F	F	F	F	F	F
26			354		3 cs (118ct)		354		321		33				Use 8/12
27			350		14 - #10		350		318		32				Use 8/12
28			280		2 1/2 cases		280		252		28				Use 8/12
29	18		335		5 cases		368		321		47				Use 8/12
30															
31															
32															
33															
34															
35															
	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G
36			335		335 slices		335		321				24		
37			335		4 1/2 Lbs		335		321				24		
38			180		17 1/2 Lbs		180		180						
39			310		310 Buns		310		304				6		
40			50		50 Pkgs		50		50						
41	15		324		1.5 cases		339		335				4		
42			339		1.75 cases		339		335				4		
43			50		50 pkts		50		50						
44															
45															

## Additional Foods:

Soup, Cream of Chicken - 1 cn  
Ketchup PC - 2 BX  
Ranch Dressing - 2 BX  
Mayonnaise - 1 BX

# Know The Meal Patterns.....



## Important Tool #1 Meal Patterns

### The School Lunch Pattern for Various Age/Grade Groups

The United States Department of Agriculture, National School Lunch Program requires that portions of meal components be adjusted by age/grade group to better meet the food and nutritional needs of children according to their ages.

Quantities Required to Offer						
Food Components	Ages 1-2	Ages 3-4	Grades K-5	Grades 6-8	Grades 9-12	Specific Requirements:
<b>Meat or Meat Alternate (MMA)</b>			8 oz. eq./wk min	9 oz. eq./wk min	10 oz. eq./wk min	
When combining K-5 & 6-8 to establish a K-8 group.			9 oz. eq./wk			
Lean meat, poultry, fish	1 oz	1 ½ oz				Food and Nutrition Service Fact Sheets on each of these alternate foods give detailed instructions for use.
Cheese	1 oz	1 ½ oz				
Large egg(s)	½	¾				
Cooked, dry beans or peas	¼ cup	3/8 cup				
Peanut butter (or any nut or seed)	2 Tbsp	3 Tbsp				
Nuts or seeds	1 oz.	1 ½ oz.				
Yogurt, plain, flavored or sweetened	4 oz.	½ cup				
			1 oz. eq. per day minimum	1 oz. eq. per day minimum	2 oz. eq. per day minimum	
<b>Grains / Breads</b>			8 oz. eq./wk min	8 oz. eq./wk min	10 oz. eq./wk min	
When combining K-5 & 6-8 to establish a K-8 group.			8 oz. eq./wk			
Servings of grains or breads must be enriched or whole-grain	5 per week at least ½ eq./day	8 per week at least 1 eq./day				All grains offered must be 100% whole grain rich (WGR).
			1 oz. eq. per day minimum	1 oz. eq. per day minimum	2 oz. eq. per day minimum	
<b>Vegetable</b>			½ cup every day	½ cup every day	1 cup every day	
Dark Green			½ cup/week	½ cup/week	1 cup/week	No more than ½ of the total requirement may be met with full-strength vegetable juice.
Red/Orange			½ cup/week	½ cup/week	1 ¼ cups/week	In grades K-12 the vegetable subgroups must be offered throughout the week. The amounts listed here are the minimum amount that must be offered throughout the week.
Beans/Peas			½ cup/week	½ cup/week	½ cup/week	
Starchy			½ cup/week	½ cup/week	½ cup/week	
Other			½ cup/week	½ cup/week	½ cup/week	
<b>Fruit</b>			½ cup every day	½ cup every day	1 cup every day	No more than ½ of the total weekly requirement may be met with 100% full-strength fruit juice.
<b>Milk</b> (fluid offered as beverage)	½ cup (6 fl. oz)		½ pt (8 fl. oz)	½ pt (8 fl. oz)		In grades K-12, fluid milk must be 1% unflavored, or fat free flavored or unflavored.
Min and Max Calorie Ranges in an average 5-day week menu	517*		550-650	600-700	750-850	* = Menus for students Ages 1-2 and Ages 3-4 have a minimum calorie requirement of 517 calories averaged over the school week.
When combining K-5 & 6-8 to establish a K-8 group.			600 - 650			
<b>Sodium</b> - maximum average per week			1230mg	1360mg	1420mg	K-8 group sodium max 1230mg

\*As listed in program guidance, these items may be used to meet no more than 50% of the requirement and must be combined in the meal with at least 50% of other meat or meat alternates (1 oz nuts/seeds = 1 oz of cooked lean meat, poultry, or fish). \*Schools serving lunch 7 days per week should increase the weekly quantity by approximately 20% for each additional day. Food Buying Guide and FNS Instruction 783-1, Rev. 2, Grains and Bread instruction provide the information for the minimum weight of a serving.

# Recording Contribution Sizes

**Place the correct portion size in the corresponding grade group (column 8) for the meal service. *(note that oz eq may vary based on grade group)***

- Meats/meat alternates in oz eq
- Grains in oz eq
- Fruits – portion offered in volume, ( $\frac{1}{2}$  cup in sample)
- Vegetables – portion offered in volume ( $\frac{1}{2}$  cup in sample)
- Milk – portion offered in volume (1 cup in sample)

# Breakfast

## School Breakfast Program (SBP) Meal Pattern Requirements for Various Age/Grade Groups

Quantities Required to Offer				
Required Component Offerings	Grades K-5	Grades 6-8	Grades 9-12	Specific Requirements:
Grains / Breads	1 oz. eq./day 7 oz. eq./week	1 oz. eq./day 8 oz. eq./week	1 oz. eq./day 9 oz. eq./week	All grains must be whole grain-rich (WGR) unless a State Agency waiver has been granted.
WHEN CREATING A K-8 GROUP	8 oz. eq.			
WHEN CREATING A K-12 GROUP	9 oz. eq.			
Fruit	1 cup / day 5 cups / week	1 cup / day 5 cups / week	1 cup / day 5 cups / week	No more than ½ of the total weekly requirement may be met with 100% full-strength fruit juice.
Milk 1% or Fat Free Only	1 cup each day; 5 cups per week			Flavored milk <u>can</u> be Fat Free or low fat, and unflavored milk must be served.
Calorie Ranges	350-500 calories	400-550 calories	450-600 calories	Minimum and Maximum Calorie ranges in an average 5-day weekly menu
WHEN CREATING A K-8 GROUP	400-500 calories			
WHEN CREATING A K-12 GROUP	450-500 calories			
Meat / Meat Alternatives (Optional)	0 oz. eq.	0 oz. eq.	0 oz. eq.	May be: (1) substituted for grains once the daily grain requirement is met OR (2) menued as an "extra" item – menu planner must decide which option.
Sodium (mg)	≤ 540	≤ 600	≤ 640	When combining grade groups, the more restrictive requirement must be used.



# Important Tool #2: Grain Equivalency

## EXHIBIT A: GRAIN REQUIREMENTS FOR CHILD NUTRITION PROGRAMS<sup>1,2</sup>

Color Key: Footnote 5 = Blue, Footnote 3 or 4 = Red

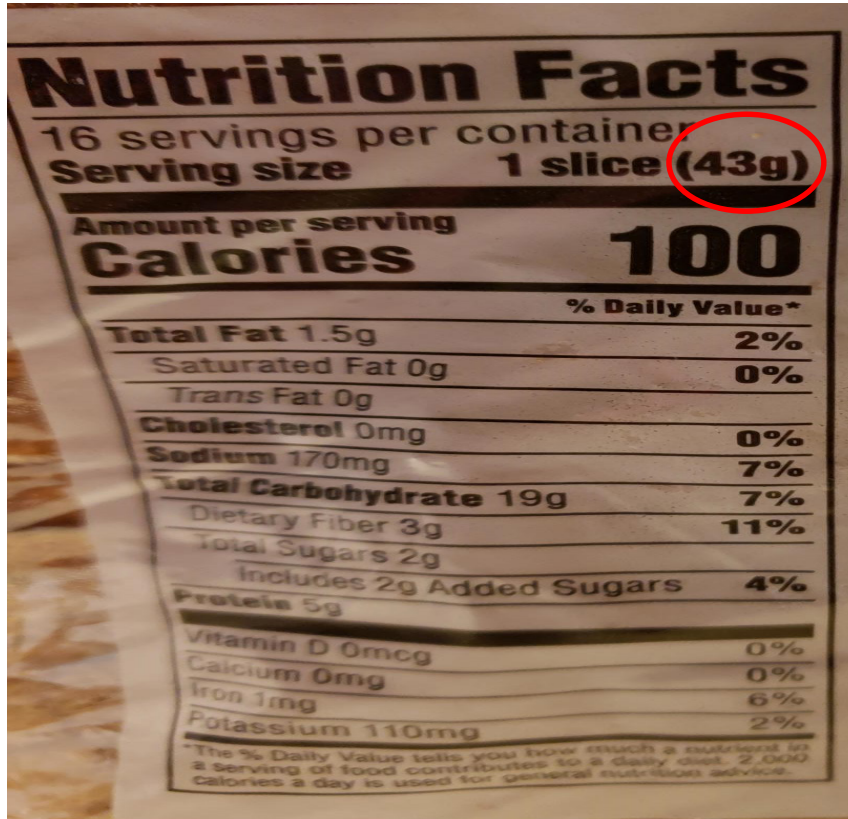
Group A	Ounce Equivalent (Oz Eq) for Group A	Minimum Serving Size for Group A
<input type="checkbox"/> Bread type coating <input type="checkbox"/> <input type="checkbox"/> Bread sticks (hard) <input type="checkbox"/> <input type="checkbox"/> Chow Mein noodles <input type="checkbox"/> Savory Crackers (saltines and snack crackers) <input type="checkbox"/> Croutons <input type="checkbox"/> Pretzels (hard) <input type="checkbox"/> Stuffing (dry) Note: weights apply to bread in stuffing.	1 oz eq = 22 gm or 0.8 oz 3/4 oz eq = 17 gm or 0.6 oz 1/2 oz eq = 11 gm or 0.4 oz 1/4 oz eq = 6 gm or 0.2 oz	1 serving = 20 gm or 0.7 oz 3/4 serving = 15 gm or 0.5 oz 1/2 serving = 10 gm or 0.4 oz 1/4 serving = 5 gm or 0.2 oz
Group B	Oz Eq for Group B	Minimum Serving Size for Group B
<input type="checkbox"/> Bagels <input type="checkbox"/> Batter type coating <input type="checkbox"/> Biscuits <input type="checkbox"/> Breads - all (for example sliced, French, Italian) <input type="checkbox"/> Buns (hamburger and hot dog) <input type="checkbox"/> Sweet Crackers <sup>5</sup> (graham crackers - all shapes, animal crackers) <input type="checkbox"/> Egg roll skins <input type="checkbox"/> English muffins <input type="checkbox"/> Pita bread <input type="checkbox"/> Pizza crust <input type="checkbox"/> Pretzels (soft) <input type="checkbox"/> Rolls <input type="checkbox"/> Tortillas <input type="checkbox"/> Tortilla chips <input type="checkbox"/> Taco shells	1 oz eq = 28 gm or 1.0 oz 3/4 oz eq = 21 gm or 0.75 oz 1/2 oz eq = 14 gm or 0.5 oz 1/4 oz eq = 7 gm or 0.25 oz	1 serving = 25 gm or 0.9 oz 3/4 serving = 19 gm or 0.7 oz 1/2 serving = 13 gm or 0.5 oz 1/4 serving = 6 gm or 0.2 oz

<sup>1</sup> In NSLP and SBP (grades K-12), all grains served must meet whole grain-rich criteria. For information on flexibilities, please contact your State agency. For all other Child Nutrition Programs, grains are whole grain or enriched or made with enriched or whole-grain meal and/or flour, bran, and/or germ. Under CACFP child and adult meal patterns, and in NSLP/SBP preschool meals, at least one grain serving per day must meet whole grain-rich criteria.

<sup>2</sup> For NSLP and SBP (grades K-12), grain quantities are determined using ounce equivalents (oz eq). All other Child Nutrition Programs determine grain quantities using grains/bread servings. Beginning Oct. 1, 2019, grain quantities in CACFP and NSLP/SBP infant and preschool meals will be determined using oz eq. Some of the following grains may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

<sup>5</sup> Allowed in NSLP (up to 2.0 oz eq grain-based dessert per week in grades K-12) as specified in §210.10. May count towards the grain component in SBP (grades K-12), CACFP, NSLP/SBP infant and preschool meals, and SFSP.

# Example of how to utilize Grain Exhibit A Chart



Nutrition Facts	
16 servings per container	
Serving size	1 slice (43g)
Amount per serving	
Calories	100
% Daily Value*	
Total Fat 1.5g	2%
Saturated Fat 0g	0%
Trans Fat 0g	
Cholesterol 0mg	0%
Sodium 170mg	7%
Total Carbohydrate 19g	7%
Dietary Fiber 3g	11%
Total Sugars 2g	
Includes 2g Added Sugars	4%
Protein 5g	
Vitamin D 0mcg	0%
Calcium 0mg	0%
Iron 1mg	6%
Potassium 110mg	2%

\*The % Daily Value tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

## Nutrition Facts, Whole Grain Sliced Bread

**43 g = 1.5 oz eq**

*(According to the Chart, 28g is 1 oz eq., so  $43\text{g}/28\text{g} = 1.53\text{ oz eq}$ )*

**Group B**

# Recording Contribution Sizes

**Grains:** should be recorded in the measurements displayed in Appendix A of the *Food Buying Guide*.

- Group A through G - record in ounces.
- Group H - record in cooked cups
- Group I (RTE breakfast cereal) - record in ounces.

**Milk:** can be recorded as 1 cup

Contrary to popular belief, there are no “Variety milk” recipes

# Milk

																		4/
MILK	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	
FAT FREE FLAVORED (CHC)							56		305			1C						
FAT FREE UNFLAVORED																		
1% UNFLAVORED (LF)							190		215			1C						

**These columns must be populated with actual counts, not just check marks.**

**You MUST find room in the margins to write the exact number of Strawberry/Chocolate/Vanilla/etc**

# Breakfast Crediting of MM/A

- There is no Meat/Meat Alternative (MMA) component in the Breakfast Meal Pattern!
- After 1 oz. eq. of “True Grain” has been offered, MMA may be offered and credited towards the grain component.
- That means . . . Any meats that you will use to credit towards grain will be listed in the grains section.
- MMA offered that will not contribute towards the grain component will be listed as an additional item.

# A Meat Becomes a Grain!?!?



[illegible]

13



# Component Crediting

- We have seen examples of “simple crediting”
- But what about menu items containing multiple food component

## For Example: PIZZA

- Pizza contributes to the following components:
  - MMA – 2 oz eq
  - Grain – 2 oz eq
  - Vegetable (Red Orange) –  $\frac{1}{8}$  Cup

**So . . .** How would we enter Pizza in the RED BOOK to indicate the components that it will contribute toward?

Where would you get this information?

➤ Recipe card ~ MRS

➤ CN label

➤ Order Guide

# Component Crediting

What about John Wayne Casserole (JWC)? Where would we get component contribution information?.....**Recipe Card!**




Source: MRS 2044

**MEAL COMPONENT CONTRIBUTION:**  
2 1/4 oz. eq. meat/meat alternate, 3/4 oz. eq. whole grain, 1/8 cup other vegetable

**NUMBER OF PORTIONS: 120 SIZE OF PORTION: 1 piece**  
**RECIPE HACCP PROCESS: #2 - Same day service**

**JOHN WAYNE CASSEROLE**

MRS: 150 -- Beef (100s)

MEAT/MEAT ALTERNATE : WHOLE GRAINS : VEGETABLES (OTHER)

INGREDIENT	MEASURE (FOR 120 SERVINGS)
Dough Sheets, Pizza, WGR, #1207	5 sheet(s)
Pan Release Spray, Vegetable Oil, #2514	5 gram(s)
Beef, Ground, 80/20, #1001	17 pound(s)
Spice Blend MS, Southwest, No Salt, #2735	1 cup(s)
Salt, Table, #2219	2 tablespoon(s)
Garlic Powder, #2709	2 1/2 tablespoon(s)
Water, Municipal, Mississippi	1 gallon(s)
Sour Cream, Cultured, MS	3 1/2 quart(s)
Mayonnaise, Reduced Calorie, Bulk, #2249	2 1/2 quart(s)
Cheese, American, Grated/Shredded, #1307	3 1/2 pound(s)
Onions, Frozen, Diced, #1610	1 quart(s)
Tomatoes, Whole, Red, Ripe, Raw, #4110	1 1/4 quart(s) , chopped or sliced
Peppers, Green, Diced, Frozen, #1613	1 1/4 quart(s)
Jalapenos, Peppers, Nacho, Sliced, #2810	2 1/2 cup(s)
Cheese, American, Grated/Shredded, #1307	2 1/2 pound(s)

**DIRECTIONS**

1. Pat one thawed dough sheet in the bottom and up a half inch of sides of 2-1/2" x 12" x 20" pan sprayed with pan release spray. For each 24 servings, use 1 pan.
2. Heat oven to 350 degrees F and bake dough sheets for 10 minutes.
3. Brown ground beef and drain. Press draining beef to remove excess fat. After draining ground beef, return to pan to continue cooking.  
CCP: Heat to 160 degrees F or higher for 15 seconds at the completion of the cooking process.
4. Combine Southwest seasoning blend, salt, and garlic powder.
5. Add enough water to dry seasonings to mix well.
6. Add seasoning mixture to ground beef. Stir well and add remaining water to ground beef mixture.
7. Simmer for 10 minutes. Keep warm to combine with other ingredients.
8. Combine sour cream, mayonnaise, cheese, and onion for filling. Set aside for step 9.

# Component Crediting

Source: MRS 2015

MRS: 150 — Beef (100s)

## JOHN WAYNE CASSEROLE

### ILLUSTRATED STEPS FOR PREPARATION OF JOHN WAYNE CASSEROLE

1.



Place thawed dough sheet in steam table pan.

2.



Pat one thawed dough sheet in the bottom and up a half inch of sides of steam table pan.

3.



Spreading cheese mixture on other layers.

4.



Sprinkling shredded cheese over heated mixture.

5.



John Wayne casserole at end of cooking time.

6.



1 serving of John Wayne Casserole

# Chicken Tetrazzini Recipe

Source: MRS 2020

MRS: 550 — Poultry (500s)

## CHICKEN TETRAZZINI (WGR) - BRIGGS

### MEAL COMPONENT CONTRIBUTION:

2 oz. eq. meat/meat alternate, 1 oz. eq. whole grain, 1/4 cup other vegetable

NUMBER OF PORTIONS: 100 SIZE OF PORTION: 6 ounces

RECIPE HACCP PROCESS: #2 - Same day service



MEAT/MEAT ALTERNATE : WHOLE GRAINS : VEGETABLES (OTHER)

INGREDIENT	MEASURE (FOR 100 SERVINGS)
Water, Municipal, Mississippi	6 gallon(s)
Salt, Table, #2219	1 tablespoon(s) + 1 teaspoon(s)
Pasta, Spaghetti, WGR, #2135	9 pound(s) + 8 ounce(s)
Pan Release Spray, Vegetable Oil, #2514	5 50 ounce can(s)
Onions, Yellow, Diced 1/4", Raw, #4009	3 pound(s)
Carrots, Fresh, Raw, Shredded, #4003	1 pound(s)
Celery, Fresh, Diced, #4005	1 pound(s)
Bell Peppers, Green, Whole, Fresh, #4104	2 cup(s)
Milk, Reduced Fat, 2% Milkfat, Bulk	1 gallon(s) + 3 quart(s)
Soup, Cream of Chicken, Low Sodium, #2512	2 quart(s)
Salt, Table, #2219	1 teaspoon(s)
Mustard, Powder, Dry, #2712	1 teaspoon(s)
Pepper, White, Ground, #2720	1 tablespoon(s) + 1 teaspoon(s)
Garlic Powder, #2709	1 teaspoon(s)
Parsley, Dried, Chopped, #2717	1/4 cup(s)
Pimentos, Diced, Canned, #2817	1 pound(s)
Chicken, Diced, Cooked, IQF, #1019	13 pound(s) + 8 ounce(s)
Cheese, American, Grated/Shredded, #1307	12 ounce(s)
Cheese, Mozzarella, Shredded, #1307	12 ounce(s)

### DIRECTIONS

1. Boil water and salt in a steam-jacketed kettle or stock pot, then add spaghetti. Cook until al-dente (cooked just long enough to be still firm, and not too soft) for 10 - 12 minutes. Drain off liquid.
2. Spray steam-jacketed kettle or large saucepan with pan release spray.
3. Mix the onions, carrots, celery and bell peppers and add them to the steam-jacketed kettle or large saucepan. Sauté or steam vegetable mix, stirring frequently until tender.
4. Add milk, cream of chicken soup, salt, dry mustard, white pepper, garlic powder, parsley, and pimento and stir until well blended. Cook for 3 minutes or till heated thoroughly.

# Components - Credits

		3a	3b					K-5	6-8	9-12	
<b>BREAKFAST Served:</b>	<b>BREAKFAST</b>			<b>MEAT/MEAT ALTERNATE</b>	<b>M/M</b>	<b>A</b>	<b>M/M</b>	<b>A</b>	<b>M/M</b>	<b>A</b>	
Students:	Oranges	335		Cheese, American, Sliced	X			1 oz	1 oz		1
309	Cheese Toast	335		Chicken, Cooked, Diced		X		2 oz	2 oz		2
	Milk	335		American Cheese, Shredded		X		CT	CT		3
				Mozzarella Cheese, Shredded		X		CT	CT		4
				Ground Beef		X		2 oz	2 oz		
Adults:	<b>LUNCH</b>			Turkey Ham, Diced		X		S-1	S-1		
Paid	Chicken Tetrzzini	180		American Cheese, Shredded		X		S-½	S-½		7
6	Sloppy Joe on a Slider	290	20	Mozzarella Cheese, Shredded		X		S-½	S-		8
	Chef Salad	45									9
Inkind	Whole Grain Crackers	45									10
6	French Fries	400	30								11
	California Veggies	100		<b>VEGETABLE</b>	<b>V</b>	<b>V</b>	<b>V</b>	<b>V</b>	<b>V</b>	<b>V</b>	<b>V</b>
	Baby Carrots & Grape	100		French Fries		X		½ c.	½ c.		12
	Tomatoes			Frozen Mixed Vegetables		X		1/8 c.	1/8 c.		13
TOTAL	Blushing Chilled Pears	350	25	Salad Mix		X		1 c.	1 c.		14
321	Apple	250		Cucumbers, Fresh		X		S	S		15
	Milk (Variety)	300		Tomatoes, Fresh		X		S	S		16
<b>LUNCH Served:</b>				Broccoli Florets, Fresh		X		S	S		17
K-5 270				California Mix Vegetables		X		½ c.	½ c.		18
6-8 234				Baby Carrots		X		½ c.	½ c.		19
				Grape Tomato		X		½ c.	½ c.		20
											21

## Recording Recipes in the Production Book

[illegible]

1	9		10a		10b		11		12		13		14		15
	Leftover		Food Prepared Today		Lbs, Ctn, Ea, Etc.		Portions Prepared (9+10a)		Portions Served		Portions Stored		Portions Discarded		
	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA	M/MLA			
2															Comments
3	3		42		2 lb. 10oz		45		41		4				
4	3		42		2 lb. 10oz		45								
5	3		42		1.5 lb.		45								
6	3		42		21 eggs		45								
7															
8															
9															
10															
11															
12															
13															
14	V	V	V	V	V	V	V	V	V	V	V	V	V	V	
15			460		84 lb.		460		453				7		
16			180		6.75 lb.		180		177				3		
17			100		21.25 lb		100		96				4		
18			100		6.25 qts		100		89		11			Use in chef salad 8/12	
19	3		42		5 lbs		45								
20	3		42		6.75 lb.		45								
21	3		42		3.5 lb.		45								
22															
23															
24															
25															
26	F	F	F	F	F	F	F	F	F	F	F	F	F	F	
27			354		3 cs (118ct)		354		321		33			Use 8/12	
28			350		14 - #10		350		318		32			Use 8/12	
29	18		280		2 1/2 cases		280		252		28			Use 8/12	
30			350		5 cases		368		321		47			Use 8/12	
31															
32															
33															
34															
35															
36	G	G	G	G	G	G	G	G	G	G	G	G	G	G	
37			335		3 cs (118ct)		335		321				14		
38			335		4 1/2 Lbs		335		321				14		
39			180		17 1/2 Lbs		180		180						
40			310				310		304				6		
41			50		50 Pkgs		50		50						
42	15		324		1.5 cases		339		335				4		
43			339		1.75 cases		339		335				4		
44			50		50 pkts		50		50						
45															

**Additional Foods:**  
 #122 Chicken Pate, PB&C - All Cans (indicate here if not contributing to the Grain component for the Breakfast meal)  
 #352 Soup, Cream of Chicken - 1 can  
 #152 Ketchup FC - 2 BX  
 #291 Ranch Dressing - 2 BX  
 #151 Mayonnaise - 1 BX  
 Onions 5lbs Celery 2lbs  
 Carrots 2lbs Bell Peppers 2lbs



## Production Book Activity

# Group Activity

Breakfast	Portions Planned	Lunch	Portions Planned
<b>Biscuit (1 oz.) WGR (1601)</b> <b>Sausage Patty (sm.) (1664)</b> <b>Fresh Grapes (1226)</b> <b>100% Fruit Juice (1246)</b> <b>Low Fat Reg. Milk</b> <b>Chocolate FF Milk</b>	250 for each item	Country Fried Steak (136) Chicken Tetrazzini (550) Fruit & Yogurt Plate (618) Brown Rice (1341) Steamed Broccoli Spears (1014) Carrot Raisin Salad (1112) Blushing Chilled Pears (1276) Melon Cubes (Fresh) (1234) WG Yeast Roll (1353) Fat Free Chocolate Milk Low Fat Reg. Milk	200 280+ 20 50 300 96 200 250 300 + 10 480
<b>Leftover Portions Used</b>	None	<b>Leftover Fruit &amp; Yogurt Plate used</b>	<b>5</b>

After School Snack	Portion Planned
<b>100% Juice, Fruit Blend 6 oz.</b>	50
<b>Cheez-It WGR Snack Cracker -1 oz.</b>	

# Group Activity

Breakfast	Portions Served	Lunch	Portions Served
Biscuit (1 oz.) WGR	246	Country Fried Steak	194
Sausage Patty (small)	246	Chicken Tetrazzini	277+ 20
Fresh Grapes	245	Fruit and Yogurt Plate	52
100% Fruit Juice	235	Brown Rice	289
Low Fat Reg. Milk	190	Steamed Broccoli Spears	90
Chocolate FF Milk	56	Carrot Raisin Salad	196
		Blushing Chilled Pears (canned)	248
		Melon Cubes, Fresh	300 + 8
		WG Yeast Roll	477
		Fat Free Chocolate Milk	305
		Low Fat Reg. Milk	215

Meal Service	Breakfast	Lunch
K-6 Students	238	506
Adults	5	12
Inkind	3	5

After School Snack	Portions Served
100% Juice, Fruit Blend 6 oz.	45
Cheez-It WGR Snack Cracker 1oz.	

# A quick Note about Production

Breakfast	Portions Planned	Lunch	Portions Planned
<b>Biscuit (1 oz.) WGR (1601)</b> <b>Sausage Patty (sm.) (1664)</b> <b>Fresh Grapes (1226)</b> <b>100% Fruit Juice (1246)</b> <b>Low Fat Reg. Milk</b> <b>Chocolate FF Milk</b>	250 for each item	Country Fried Steak (136) Chicken Tetrazzini (550) Fruit & Yogurt Plate (618) Brown Rice (1341) Steamed Broccoli Spears (1014) Carrot Raisin Salad (1112) Blushing Chilled Pears (1276) Melon Cubes (Fresh) (1234) WG Yeast Roll (1353) Fat Free Chocolate Milk Low Fat Reg. Milk	200 280+ 20 50 300 96 200 250 300 + 10 480
<b>Leftover Portions Used</b>	None	Leftover Fruit & Yogurt Plate used	5

We are planning 96 Portions, but the Recipe is written for 100 portions. What should the cooks do?

# Completing The Red Book

---

## Production Book Activity

This is a group activity ~ work together!

# Reflections

# Your Feedback Matters!

## Review Answer Sheet

## ➤ Complete production records daily!

*\* Meals may not be reimbursed if production records are incomplete.*

- Have the 'Left Side' completed a week in advance, using pencil so adjustments may be entered.

*\* Neatness counts, but completeness will win this contest!!!*

- Keep production records for 3 years plus current year.
- Director should review the production records when they visit.
- Keep Production Records on site!!

*\*DO NOT take them home to complete*

# Great Directors ....

---

- Collaborate with managers to retrieve accurate servings fed information, as well as acceptability factors.
- Visit their sites frequently and review production records. They also affix their initials and date at the top of the page.
- Provide their managers with clear and concise instructions.
- Observe a meal service.



# Preparation Administrative Review

The State agency (SA) must evaluate production records to ensure the following:

- Records include all information necessary to support the claiming of reimbursable meals and any additional SA requirements (i.e., all menu items are listed, and all required meal components are offered);
- Records are used for proper planning (e.g., evaluate for consumption & leftovers);
- Records document food prepared is creditable for the total number of reimbursable meals offered and served;
- Records document extra sales, adult, and/or other non-reimbursable meals, including number of portions for each of these food items;

# Preparation for Administrative Reviews (AR)

The State Agency (SA) must evaluate PB to ensure the following:

- PB documents that fluid milk varieties, veg subgroup, and WGR requirements are met;
- PB documents weekly quantity requirements for fluid milk, V, F, G, M/MA;
- PB align with standardized recipes (*e.g., if chicken salad sandwich is on the menu but mayonnaise is not listed on the PB, the SA may examine standardized recipes for additional information*)

# Questions

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# Offer Versus Serve (OVS)

Regional Training – Train the Trainer

**October 2019**



MISSISSIPPI  
DEPARTMENT OF  
EDUCATION

Ensuring a bright future for every child

**School Support Staff**

**601-576-4955**

# Handouts

---

Handouts are available in your packet. Take a few minutes to locate and review

- Meal Pattern Charts
- OVS Guidance Manual from FNS
- OVS Tip Sheet for School Managers

# Quick Questions

---

**HOW** do you train your managers/cashiers on OVS?

**HOW OFTEN** do you train on OVS?

**WHEN** do you train on OVS?

Do you train your **Subs**? Who fills in for your cashiers?

# Lunch Meal Pattern

*NOTE: Just meeting daily minimum won't get you to weekly requirement!*

Quantities Required to Offer						
Food Components	Ages 1-2	Ages 3-4	Grades K-5	Grades 6-8	Grades 9-12	Specific Requirements
<b>Meat or Meat Alternate (M/MA)</b>			8 oz. eq./wk	9 oz. eq./wk	10 oz. eq./wk	Must be served in the main dish or as the main dish and only one other menu item.
<b>When combining K-5 &amp; 6-8 to establish a K-8 group.</b>			9 oz. eq.*/wk			
Lean meat, poultry, fish	1 oz.	1 ½ oz.	1 oz. eq. <sup>x</sup> per day minimum	1 oz. eq. <sup>x</sup> per day minimum	2 oz. eq. <sup>x</sup> per day minimum	Vegetable protein products, cheese, alternate cheese products, and enriched macaroni with fortified protein may be used to meet part of the meat/meat alternate requirement. Food and Nutrition Service Fact Sheets on each of these alternate foods give detailed instructions for use.
Cheese	1 oz.	1 ½ oz.				
Large egg(s)	½	¾				
Cooked, dry beans or peas	¼ cup	3/8 cup				
Peanut butter (or any nut or seed butter)	2 Tbsp	3 Tbsp				
Peanuts, soy nuts, tree nuts or seeds*	½ oz. = 50%	¾ oz. = 50%				
Yogurt, plain or flavored, unsweetened or sweetened	4 oz. or ½ cup	6 oz. or ¾ cup				
<b>Grains / Breads</b>			8 oz. eq/wk	8 oz. eq/wk	10 oz. eq/wk	Require half of the weekly grains in the NSLP and SBP be whole grain-rich (WGR), and the remaining weekly grains must be enriched.
<b>When combining K-5 &amp; 6-8 to establish a K-8 group.</b>			8 oz. eq*/wk			
Servings of grains or breads must be whole-grain rich	5 per week at least ½ svg/ day	8 per week at least 1 svg/day	1 oz. eq. per day minimum	1 oz. eq. per day minimum	1 oz. eq. per day minimum	

# Lunch Meal Pattern Continued

Food Components	Ages 1-2	Ages 3-4	Grades K-5	Grades 6-8	Grades 9-12	Specific Requirements
Vegetable			¾ cup every day		1 cup every day	No more than ½ of the total requirement may be met with full-strength vegetable juice.
Dark Green	1/2 cup either or	1/2 cup either or	½ cup every week		½ cup every week	
Red/Orange			¾ cup every week		1 ¼ cups every week	
Beans/Peas			½ cup every week		½ cup every week	
Starchy			½ cup every week		½ cup every week	
Other			½ cup every week		¾ cup every week	
Fruit			½ cup every day	½ cup every day	1 cup every day	No more than ½ of the total weekly requirement may be met with 100% full-strength fruit juice.
Milk (fluid offered as a beverage)	¾ cup (6 fl. oz)		½ pint (8 fl. oz)			In grades K-12, fluid milk must be 1% flavored or unflavored or fat-free flavored or unflavored.
Min. and Max. Calorie Ranges in an average 5-day week menu	517*		550-650	600-700	750-850	Menus for students ages 1-2 and ages 3-4 have a minimum calorie requirement of 517 calories averaged over the school week.
When combining K-5 & 6-8 to establish a K-8 group.			600-650			
Sodium			≤ 1230	≤ 1360	≤ 1420	K-8 group sodium max = 1230mg.

**NOTE:**  
Loose salad credits differently than portions of cooked vegetables!





**TRAINER TIP:** You may find it helpful to separate your staff by age groups (K-8 and 9-12) when conducting your training to account for differences in meal pattern

# Vegetable Subgroups

## Dark Green Vegetables

- beet greens (canned, fresh or frozen)
- broccoli (fresh, slaw or frozen)
- collard greens (canned, fresh or frozen)
- dark green leafy lettuce
- kale (canned, fresh or frozen)
- mesclun/spring mix
- mustard greens (canned, fresh or frozen)
- romaine lettuce
- spinach (canned, fresh or frozen)
- turnip greens (canned, fresh or frozen)

## Red & Orange vegetables

- winter squash (like acorn or butternut squash)
- carrots (canned, fresh or frozen)
- pumpkin (canned or fresh)
- red peppers
- salsa
- spaghetti sauce
- sweet potatoes
- tomato paste
- tomato puree
- tomatoes (crushed, diced, whole, stewed, cherry, whole) (canned, fresh or frozen)

## Beans and peas

- baked beans, dry, canned (in sauce with pork, in sauce with bacon, vegetarian)
- bean soup
- black beans (Turtle beans), (mature, dry)
- black-eyed beans (or peas), (mature, dry)
- garbanzo beans (chickpeas), (mature, dry)
- great northern beans (dry, mature)
- kidney beans (dry, mature)
- lentils (dry, mature)
- navy beans (dry, mature)
- pea soup
- pinto beans (dry, mature)
- red bean (dry, mature)
- refried beans
- split peas (dry, mature)
- white beans (dry, mature)

## Starchy vegetables

- corn (canned, fresh or frozen)
- cowpeas, field peas, pigeon peas or black-eyed peas (green or fresh)
- green peas (fresh or frozen)
- lima beans (green or frozen)
- potato products (hash browns, hashed patty, shredded, circles, mashed, french fries frozen rounds, potato skins, potato wedges, potato sticks)
- potatoes, dehydrated (diced, flake, granules, slices), (canned fresh or frozen)

## Other vegetables

- asparagus (canned, fresh or frozen)
- avocado
- beets (canned, fresh, without tops or frozen)
- bell peppers (dehydrated, canned, fresh, or frozen)
- brussels sprouts (fresh or frozen)
- cabbage (Chinese, celery, green, red)
- cauliflower (fresh or frozen)
- celery (canned or fresh)
- cucumber
- eggplant
- green beans (flat Italian, French cut, whole) (canned, fresh or frozen)
- lettuce (iceberg; mixed greens; equal amounts of iceberg and romaine with shredded carrots and red cabbage; mostly iceberg, some romaine with shredded carrot and red cabbage; leaf)
- *mixed vegetables (broccoli and cauliflower; California blend; carrots, corn and green beans blend; peppers and onion; five vegetable blend, seven vegetable blend)*
- mushrooms (canned, fresh or frozen)
- okra (canned, fresh or frozen)
- onion (green, spinach, sweet, white, yellow, purple) (dehydrated, canned, fresh or frozen)
- radishes, without tops (fresh)
- sugar snap peas (frozen)
- summer squash (yellow or zucchini) (canned, fresh or frozen)
- turnips, without tops
- wax beans (canned, fresh or frozen)
- zucchini

**NOTE:** Good idea to post subgroups in cafeteria, in case managers need to “switch” veggies due to availability.

# The School Breakfast Pattern

Quantities Required to Offer				
Required Component Offerings	Grades K-5	Grades 6-8	Grades 9-12	Specific Requirements:
<b>Grains / Breads</b>	1 oz. eq./day 7 oz. eq./week	1 oz. eq./day 8 oz. eq./week	1 oz. eq./day 9 oz. eq./week	Require half of the weekly grains in the NSLP and SBP be whole grain-rich, and the remaining weekly grains must be enriched.
WHEN CREATING A K-8 GROUP	8 oz. eq.			
WHEN CREATING A K-12 GROUP	9 oz. eq.			
<b>Fruit</b>	1 cup / day 5 cups / week	1 cup / day 5 cups / week	1 cup / day 5 cups / week	No more than ½ of the total weekly requirement may be met with 100% full-strength fruit juice.
<b>Milk</b> 1% or Fat Free Only	1 cup each day; 5 cups per week <b>Must offer multiple varieties every service</b>			In grades K-12, fluid milk must be 1% flavored or unflavored, or fat free flavored or unflavored.
<b>Calorie Ranges</b>	350-500 calories	400-550 calories	450-600 calories	Minimum and Maximum Calorie ranges in an average 5-day weekly menu
WHEN CREATING A K-8 GROUP	400-500 calories			
WHEN CREATING A K-12 GROUP	450-500 calories			
<b>Meat / Meat Alternatives (Optional)</b>	0 oz. eq.	0 oz. eq.	0 oz. eq.	May be: (1) substituted for grains once the daily grain requirement is met <u>OR</u> (2) menued as an "extra" item – menu planner must decide which option.
<b>Sodium (mg)</b>	≤ 540	≤ 600	≤ 640	When combining grade groups, the more restrictive requirement must be used.

# Fruit – Juice Limit

No more than half of the fruit **offerings** may be in the form of juice for the week

(“offering” is the amount of fruit the child is able to select regardless of number of variety choices)



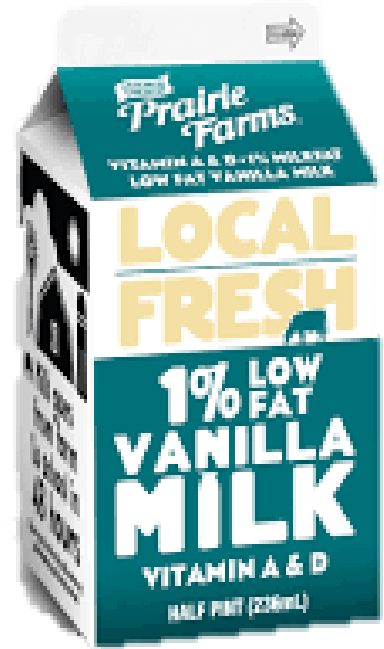
## 41. How is the juice limit assessed if multiple fruits/vegetables and juices are offered each day?

For the purposes of assessing the juice limit, an “offering” of fruits or vegetables is defined as the amount a child is able to select at a given meal, regardless of the number of options/variety of fruits or vegetables. The total amount of juice available at all meals over the course of the week (separately for lunch and breakfast) is then divided by this total fruit offering to determine the weekly juice offering. No more than half of the total fruit offering may be in the form of juice.

For example, a school may offer  $\frac{1}{2}$  cup peaches,  $\frac{1}{2}$  cup applesauce,  $\frac{1}{2}$  cup oranges, and  $\frac{1}{2}$  cup grape juice every day and instructs the students to select a total of 1 cup of fruit (2 out of 4 choices). In this case, the daily fruit offering is 1 cup, and the weekly fruit offering is 5 cups. A  $\frac{1}{2}$  cup of juice is offered every day, the weekly juice offering is 2.5 cups. Since 2.5 divided by 5 is 50%, this school is within the weekly juice limit.

# Milk

- Final rule (83 FR 63775) codified the flexibility to offer flavored low-fat milk in schools without the need to demonstrate hardship and requires that unflavored milk be offered at each meal service.
- **Must offer 2 different selections**
- Water must be available, but can not be advertised for replacement of milk.



# Grains

- Final rule (83 FR 63775), *Child Nutrition Programs: Flexibilities for Milk, Whole Grains, and Sodium Requirements*, **no longer requires SFAs to apply for exemptions** to the whole-grain rich requirement
- At least half of the weekly grains offered in NSLP and SBP must be whole grain-rich and the remaining grains must be enriched



# Sodium

- Final rule (83 FR 63775) **retains Sodium Target 1 through School Year 2023-2024**, moves target 2 to School Year 2024-2025
- Lunch Target 1 is 1,230 and Target 2 is 935
- Breakfast Target 1 is 540 and Target 2 is 485





# Grain Based Desserts

**GRAIN BASED DESSERTS MAY BE OFFERED; BUT ARE LIMITED!**

Allowed in NSLP (up to 2.0 oz eq grain-based dessert per week in grades K-12) as specified in §210.10



# Definition of OVS

---

Offer Versus Serve (OVS) is a strategy that:

Allows students to decline some food components/items, and select foods they intend to eat

- Reduces food waste and its impact on cost
- **Mandatory in the NSLP for high schools**
- **Optional in SBP (all grades)**
- Not available for snack service

# OVS Notes

- Offering multiple choices of the same component IS NOT the same thing as implementing OVS.
  - SFAs do not have to offer multiple choices to meet OVS, however
  - multiple choices encourage students to select a more nutritious meal.
- OVS is not required for Field Trips
- Pre-plated and Grab and Go meals can be made as long as a student can choose/decline a component
- POS should be at the end of a serving line unless approved by State Agency

- Students should have the opportunity to choose what is on their tray!
- **DO NOT SAY “Go pick up a milk”**
- **DO SAY “Please pick up either a milk, a roll, more fruit, or more vegetables”**



# Special Dietary Needs Outside Meal Pattern

- Substitutions can be made with a supported written statement, signed by recognized medical authority
- Medical statement includes:
  - information regarding the child's physical/mental impairment that is sufficient to allow the SFA to understand how it restricts the child's diet
  - An explanation of what must be done to accommodate the child's disability,
  - The food or foods to be omitted and recommended alternatives, in the case of a modified meal.

# Special Dietary Needs Outside Meal Pattern

---

- Reasonable modifications to effectively accommodate children with disabilities must be made on a case-by-case basis.
- A meal modification must be related to the disability or limitations caused by the disability.
- <http://www.fns.usda.gov/policy-memorandum-modifications-accommodate-disabilities-school-meal-programs>

# Grade Grouping K-5, 6-8, K-8 (LUNCH)

- ☐ Offer vs Serve is optional for all grades K-8
- ☐ Five full components must be offered:
- ☐ Meat/Meat Alternate minimum 1 oz.
- ☐ Grain minimum 1 oz.
- ☐ Vegetable  $\frac{3}{4}$  cup
- ☐ Fruit  $\frac{1}{2}$  cup
- ☐ Fluid Milk 1 cup

# Grade Grouping 9-12 (LUNCH)

- ☐ Offer vs Serve is required for Lunch.
- ☐ Five full components must be offered:
- ☐ Meat/Meat Alternate minimum 2 oz.
- ☐ Grain minimum 2 oz.
- ☐ Vegetable 1 cup
- ☐ Fruit 1 cup
- ☐ Fluid Milk 1 cup



# Identify Reimbursable Meal

Schools must identify near or at the beginning of the serving line(s) the food items that constitute the unit-priced, reimbursable meal.



# OVS Poster Elem



Food and Nutrition Service

# Color Your Lunch Tray!

**Choose 3 or more food groups**

**Pick at least ½ cup  
fruit and/or vegetable**



# OVS High School Poster

USDA  
United States Department of Agriculture  
Food and Nutrition Service

## COLOR is FLAVOR

#5formaxflavor

Choose 3 or more  
colorful food groups

Take at least ½ cup  
fruit and/or vegetable

LEDA is an equal opportunity provider, employer, and learner.  
2021-4-19 June 2021

# Middle School Poster



United States Department of Agriculture  
Food and Nutrition Service

## #5formaxflavor

👍 5 food groups =  
Maximum Flavor



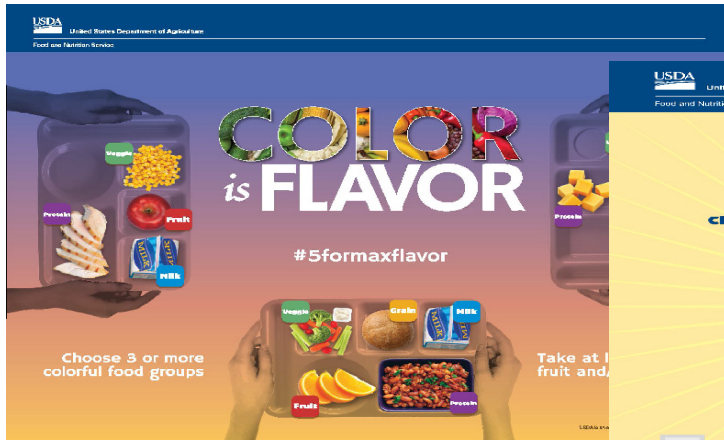
♥ Select at least ½ cup  
fruit and/or vegetable

♥ Choose at least  
3 food groups



Download digital copies: <https://www.fns.usda.gov/tn/offer-versus-serve-national-school-lunch-program-posters>

Order physical copies through Team Nutrition: <https://pueblo.gpo.gov/TN/TNPubs.php>



- Do you have posters in your schools?
- On EVERY serving line?
- Do you look for the posters when you visit your schools?

# Lunch - OVS

# OVS Regulations: Lunch

- 7 CFR 210.10(e) and SP 41-2015
- School lunches must offer daily the 5 food components specified in the meal pattern (Meat/MA; Milk; Grain; Fruit; Vegetable)
- Under OVS, students must be allowed to decline 2 components at lunch, except that the students must select at least  $\frac{1}{2}$  cup of either the fruit or vegetable.
- In other words, the student **must pick up 3 components in the required serving sizes, one of which must be at least  $\frac{1}{2}$  cup of fruit or vegetable**



# OVS Regulations: Lunch

- SP 41-2015 (OVS Manual)
- If only 3 components are selected, and 2 of those are fruit and vegetable, the student can only use the  $\frac{1}{2}$  cup portion exemption once (*for the fruit OR the vegetable, but NOT BOTH!*). The student must select at least the **minimum daily required** serving for at **Least 2 of the 3 the components** for them to be counted.



# OVS Regulations

---

- USDA allows for a “once per tray” exemption from the full fruit or full vegetable component.
- In this case, students who have already selected 2 FULL components can also select a half a cup of fruit or vegetable, and that can act as the “full” third component.

One half cup of fruit/veg  
can act as a full  
component of fruit/veg?!?



# What's required in OVS?

## Offer VS. Serve – Lunch

- Must take at least 3 (*different*) of the 5 components
- Must take at least ½ cup serving of the fruit OR vegetable component

**The ½ cup minimum serving from the fruit or vegetable component may be:**

- A mix of different fruits
- A mix of different vegetables
- A mix of fruits and vegetables

# Combination Foods-Lunch

- Can credit as multiple components
- Easier for cashiers to determine a reimbursable meal



# Examples of Combination Foods

Source: MRS 2020

MRS: 542 — Poultry (500s)

## CHICKEN SPAGHETTI-BRIGGS

### MEAL COMPONENT CONTRIBUTION:

2 oz. eq. meat/meat alternate, 1 oz. eq. whole grain

NUMBER OF PORTIONS: 100 SIZE OF PORTION: 3/4 cup

RECIPE HACCP PROCESS: #2 - Same day service



MEAT/MEAT ALTERNATE : WHOLE GRAINS

Source: MRS 2020

MRS: 186 — Beef (100s)

## TACO OLÉ WITH CHIPS

### MEAL COMPONENT CONTRIBUTION:

2 oz. eq. meat/meat alternate, 1 oz. eq. whole grain, 1/8 cup red/orange vegetable, 1/8 cup other vegetable

NUMBER OF PORTIONS: 100 SIZE OF PORTION: 1 serving  
see step 6 for portion

RECIPE HACCP PROCESS: #2 - Same day service



MEAT/MEAT ALTERNATE : WHOLE GRAINS : VEGETABLES (OTHER)  
: VEGETABLES (RED/ORANGE)

Source: MRS 2017

MRS: 118 — Beef (100s)

## BEEF AND BEAN BURRITO (PURCHASED)

### MEAL COMPONENT CONTRIBUTION:

2 oz. eq. meat/meat alternate, 2 oz. eq. whole grains

NUMBER OF PORTIONS: 96 SIZE OF PORTION: 1 burrito

RECIPE HACCP PROCESS: #2 - Same day service



MEAT/MEAT ALTERNATE : WHOLE GRAINS

Make sure cashiers understand how combination items credit toward requirement!

# TIME FOR A TEST!!!

- Think like a cashier, you have 3 seconds to determine if the tray is reimbursable or not.
- We will look at K-8 subgroups and 9-12.
- Know your audience! A 9-12 cashier does not need to know a K-8 meal pattern and visa versa. A K-12 cashier must know both!

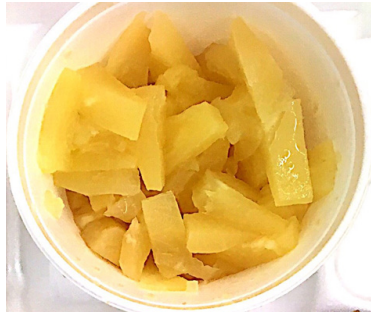




# First, Let's familiarize ourselves with the Menu.....

# Lunch Menu Offered At High School

- ½ Cup Peaches
- ½ Cup Pineapple
- ½ Cup Mashed Potatoes
- ½ Cup Broccoli
- 2 Oz Eq Grain (Roll)
- 2 Oz Eq M/MA (Meatloaf)
- 2 Choices of Milk



# LUNCH TRAY #1

# HS Lunch Tray #1

- ☐ Is this Tray Reimbursable?
- ☐ How many components are on this Tray?
- ☐ Is this a reimbursable meal for 9-12 grade group?



# Oh No! 3 Seconds.....



Did the student “swipe”  
away too fast?



# HS Lunch Tray #1

**YES, TRAY #3 IS  
REIMBURSABLE for 9-12!**  
*(note, also ok for K-8)*

Total Components:

- Meat: 2 oz. eq = 1 comp
- Vegetable: ½ cup = ½ comp
- Fruit: ½ cup = ½ comp
- Milk: 1 comp
- Grain: 2 oz. eq. = 1 comp



# LUNCH TRAY #2

# HS Lunch Tray #2

- ☐ Is this Tray Reimbursable?
- ☐ How many components are on this Tray?
- ☐ Is this a reimbursable meal for 9-12 grade group?





These kids are fast!

Gone in a flash!  
Did you catch  
that?



# HS Lunch Tray #2

**NOT REIMBURSABLE for 9-12!**

**(Note: it is ok for K-8)**

Total Components:

- Meat: 2 oz. eq. = 1 comp
- Vegetable:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp
- Fruit:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp

*You can only use the  $\frac{1}{2}$  cup exemption once! So either the vegetable or the fruit has to be a full component at HS. Must send the HS student back.*



# LUNCH TRAY #3

# HS Lunch Tray #3

- ☐ Is this Tray Reimbursable?
- ☐ How many components are on this Tray?
- ☐ Is this a reimbursable meal for 9-12 grade group?



Oops.....

Do you even  
remember what  
you saw?





# HS Lunch Tray #3

**YES, TRAY #3 IS  
REIMBURSABLE for 9-12!**  
*(note, also ok for K-8)*

Total Components:

- Meat: 2 oz. eq. = 1 comp
- Vegetable:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*
- Fruit:  $\frac{1}{2}$  +  $\frac{1}{2}$  cup = 1 comp

*\*Can apply  $\frac{1}{2}$  cup exemption*



# LUNCH TRAY #4

# HS Lunch Tray #4

- ☐ Is this Tray Reimbursable?
- ☐ How many components are on this Tray?
- ☐ Is this a reimbursable meal for 9-12 grades group?





**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!

# Lunch Tray #4

**YES, TRAY #4 IS  
REIMBURSABLE for 9-12**  
*(note: also ok for K-8)*

Total Components:

- Meat: 2 oz. eq. = 1 comp
- Veg:  $\frac{1}{2}$  +  $\frac{1}{2}$  cups = 1 comp
- Fruit:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*

*\*Can apply  $\frac{1}{2}$  cup exemption*



# LUNCH TRAY #5

# Lunch Tray #5

- ☐ Is this Tray Reimbursable?
- ☐ How many components are on this Tray?
- ☐ Is this a reimbursable meal for K-8 or 9-12 grades group?



Do you even  
remember what  
you saw, or are  
you blind as a  
Referee?





# HS Lunch Tray #5

**YES, TRAY # 5 IS  
REIMBURSABLE for 9-12  
(note: also ok for K-8)**

Total Components:

- Meat: 2 oz. eq.= 1 comp
- Veg:  $\frac{1}{2}$  cup=  $\frac{1}{2}$  comp\*
- Fruit:  $\frac{1}{2}$  cup=  $\frac{1}{2}$  comp\*
- Milk: 1 cup = 1 comp

*\*Can apply  $\frac{1}{2}$  cup  
exemption to either your  
fruit or your vegetable here  
to get a reimbursable tray*





# K-8 Lunch Menu Example



<b>Hamburger</b>	2oz eq meat & WG Bun = 2 eq
<b>Salad</b>	1 cup = ½ cup
<b>Broccoli</b>	½ cup
<b>Orange</b>	½ cup
<b>Milk</b>	1% Vanilla or 1% White



# LUNCH TRAY #6

# K-8 Lunch Tray #6

- ☐ Is this a reimbursable Meal for K-8?
- ☐ How many components are on this tray?



# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?

# K-8 Lunch Tray # 6

## YES Reimbursable Meal for K-8

### Components:

- **Fruit: ½ cup = 1 comp**
- Veg: ½ cup = ½ comp
- M/MA: 2 oz eq= 1 comp
- Grain: 1 oz eq = 1 comp
- Milk: 1 cup = 1 comp



# LUNCH TRAY #7

# K-8 Lunch Tray # 7

- ☐ Is this a reimbursable meal?
- ☐ How many components?



# WHOOOSH!!!!!!

---

Did that  
student have  
“sonic” speed  
or what?



# K-8 Lunch Tray # 7

**NOT a Reimbursable Meal  
for K-8!**

Components:

- M/MA: 2 oz eq= 1 comp
- Grain: 1 oz eq = 1 comp
- Milk: 1 cup = 1 comp

**There is no Fruit or Veg!**





Does that Lettuce and  
Tomato Count as a  
Vegetable Serving?

**NO, THEY ARE  
TRIMMINGS!**



# LUNCH TRAY #8

# K-8 Lunch Tray # 8

- ☐ Is this a reimbursable meal?
- ☐ How many components?



Do you even  
remember what  
you saw, or are  
you blind as a  
Referee?



# K-8 Lunch Tray # 8

## YES Reimbursable Meal for K-8

### Components:

- Veg:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*
- Grain: 1 oz eq = 1 comp
- Milk: 1 cup = 1 comp

*\*can use the  $\frac{1}{2}$  cup  
exemption*



# LUNCH TRAY #9

# K-8 Lunch Tray # 9

- ☐ Is this a reimbursable meal at K-8 Level?
- ☐ How many components?



**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!



# K-8 Lunch Tray # 9

## YES Reimbursable Meal for K-8

*(note – NOT ok at 9-12)*

### Components:

- Veg:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*
- **Fruit:  $\frac{1}{2}$  cup = 1 comp**
- Milk: 1 cup = 1 comp

*\*can use the  $\frac{1}{2}$  cup  
exemption*





# Daily Menu Example: Grades 9-12



**Hamburger**

2oz eq meat &  
WG Bun = 2 oz eq

**Salad**

1 cup = ½ cup

**Broccoli**

½ cup

**Orange**

½ cup

**Blueberry**

½ cup

**Milk**

FF White  
1% or Skim

# LUNCH TRAY #10

# 9-12 Lunch Tray # 10

- ☐ Is this a reimbursable meal at 9-12 Level?
- ☐ How many components?



Are you “Super” sure  
that was a reimbursable  
Meal?



# 9-12 Lunch Tray # 10

**YES, TRAY # 10 IS  
REIMBURSABLE for 9-12  
(note: also ok for K-8)**

Total Components:

Meat: 2 oz. eq.= 1 comp

Grain: 2 oz. eq. =1 comp

Veg:  $\frac{1}{2}$  cup=  $\frac{1}{2}$  comp\*

Fruit:  $\frac{1}{2}$  cup=  $\frac{1}{2}$  comp\*

Milk: 1 cup = 1 comp

*\*Can apply  $\frac{1}{2}$  cup exemption  
to either your fruit or your  
vegetable here to get a  
reimbursable tray*



# LUNCH TRAY #11



# 9-12 Lunch Tray # 11

- ☐ Is this a reimbursable meal?
- ☐ How many components?



These kids are fast!

Gone in a flash!  
Did you catch  
that?



# 9-12 Lunch Tray # 11

**YES, TRAY # 10 IS  
REIMBURSABLE for 9-12  
(note: also ok for K-8)**

Total Components:  
Grain: 2 oz. eq. = 1 comp  
Veg:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*  
Milk: 1 cup = 1 comp

*\*Can apply  $\frac{1}{2}$  cup  
exemption to your  
vegetable here to get a  
reimbursable tray*



# LUNCH TRAY #12

# 9-12 Lunch Tray # 12



- ☐ Is this a reimbursable meal?
- ☐ How many components?

# WHOOOSH!!!!!!

---

Did that  
student have  
“sonic” speed  
or what?



# 9-12 Lunch Tray # 12



**NOT a Reimbursable Meal!**

**Why not?**

**You need either 3 full components**

**OR**

**2 full components and ½ cup of F or V**



WHAT IF that same tray  
(Tray #12) had been offered  
at the K-8 Level?



# K-8 Lunch Tray # 12



**At K-8 Level, this IS  
a reimbursable meal!**

**Why?**

**We have a full  
component of fruit!**

**We have 2 full  
components and  $\frac{1}{2}$   
cup of V**

So the **SAME** tray  
goes from  
**Reimbursable at the  
Elementary to Non-  
Reimbursable at the  
High School?**



# LUNCH TRAY #13

# 9-12 Lunch Tray # 13



Oops.....

Do you even  
remember  
what you  
saw?



# 9-12 Lunch Tray # 13

**YES, TRAY IS  
REIMBURSABLE for 9-12**  
*(note: also ok for K-8)*

Total Components:  
Grain: 2 oz. eq. = 1 comp  
Veg:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*  
Milk: 1 cup = 1 comp

*\*Can apply  $\frac{1}{2}$  cup  
exemption to your  
vegetable here to get a  
reimbursable tray*



# LUNCH TRAY #14



## 9-12 Lunch Tray # 14





# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?

# 9-12 Lunch Tray # 14

**YES, TRAY IS  
REIMBURSABLE for 9-12**  
*(note: also ok for K-8)*

Total Components:

Grain: 2 oz. eq. = 1 comp

Veg:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*

Fruit:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*

Milk: 1 cup = 1 comp

*\*Can apply  $\frac{1}{2}$  cup  
exemption to either your  
fruit or your vegetable here  
to get a reimbursable tray*



# LUNCH TRAY #15

## 9-12 Lunch Tray # 15



**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!

## 9-12 Lunch Tray # 15

**YES, TRAY IS  
REIMBURSABLE for 9-12  
(note: also ok for K-8)**

Total Components:

Veg:  $\frac{1}{2}$  cup =  $\frac{1}{2}$  comp\*

Fruit:  $\frac{1}{2} + \frac{1}{2}$  cup = 1 comp

Milk: 1 cup = 1 comp

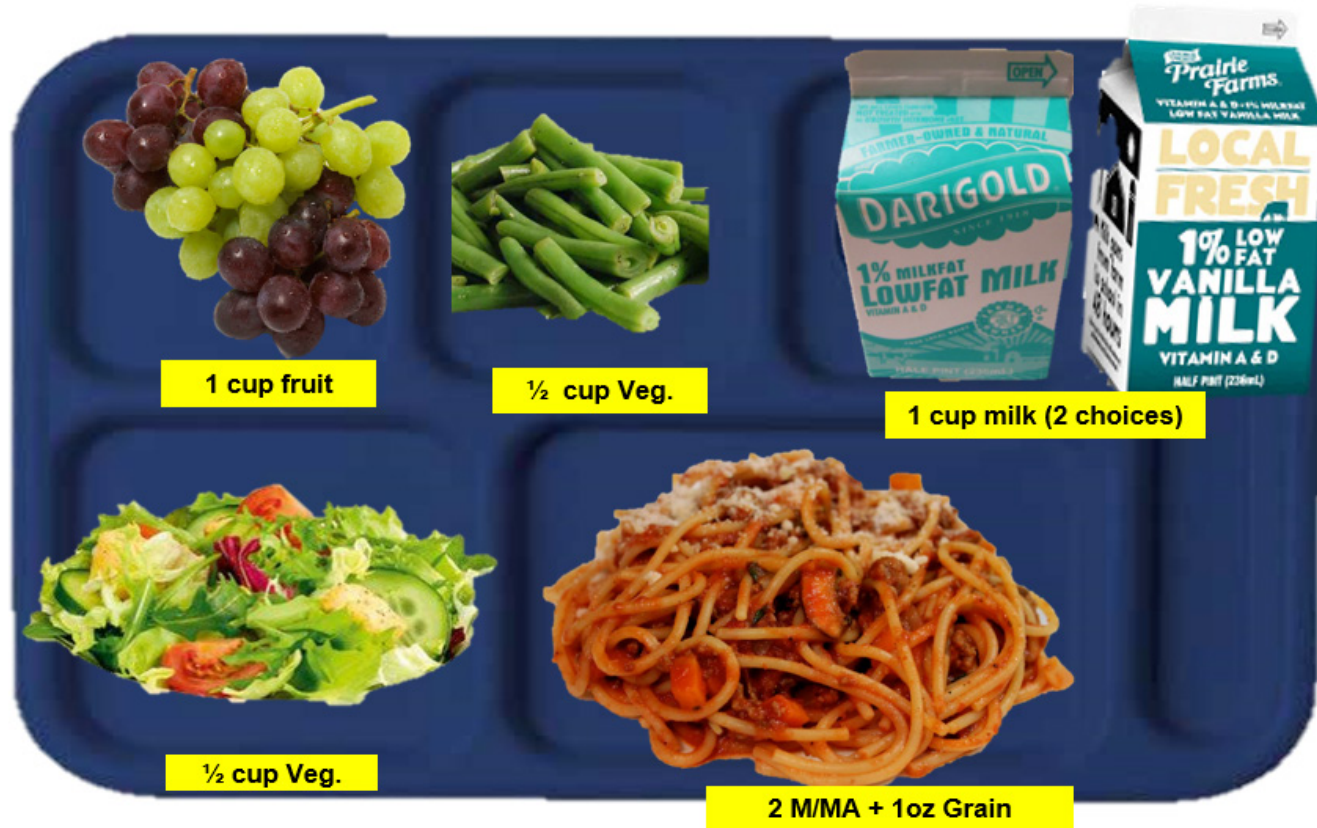
*\*use the half cup exemption*







# Lunch : Planned Meal Example for K-8





# Lunch Tray #16

# K-8 Lunch Tray #16



# Get Ready!

Do you even  
remember what  
you saw, or are  
you blind as a  
Referee?



# K-8 Lunch Tray #16



Reimbursable Meal - Yes

# Lunch Tray #17

# K-8 Lunch Tray #17



These kids are fast!

Gone in a  
flash! Did  
you catch  
that?





# K-8 Lunch Tray #17



**Reimbursable Meal – Yes K-8**



# Lunch Tray #18

# K-8 Lunch Tray #18



Oops.....

Do you even  
remember  
what you  
saw?



# K-8 Lunch Tray #18



**Reimbursable Meal – Yes K-8 & 9-12**

# Lunch Tray #19

# K-8 Lunch Tray #19



**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!

# K-8 Lunch Tray #19



**Reimbursable Meal – Yes K-8 & 9-12**





# Planned Lunch Menu – Mixed Age Group



# Lunch Tray #20

# Lunch Tray #20



**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!

# Lunch Tray #20



**Reimbursable Meal – Yes K-8 & 9-12**

# Lunch Tray #21

# Offer vs Serve – Lunch Tray #21





Are you “Super”  
sure that was a  
reimbursable  
Meal?



# Offer vs Serve – Lunch Tray #21



Reimbursable Meal – NO! Missing F/V Comp!

# Lunch Tray #22

# Lunch Tray #22



# WHOOOSH!!!!!!

---

Did that  
student have  
“sonic” speed  
or what?



# Lunch Tray #22



**Reimbursable Meal – Yes K-8 & 9-12**

# Lunch Tray #23

# Offer vs Serve – Lunch Tray #23





# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?

# Offer vs Serve – Lunch Tray #23



**Reimbursable Meal – NO! Only 2 Full Components!**



**Need 3 full  
components  
on the Tray!**

# Breakfast - OVS

# OVS Regulations: Breakfast

- 7 CFR 220.8(e) and SP 41-2015
- The site must offer at least 4 food **items**
- Students are allowed to decline 1 of 4 food items offered during breakfast, provided that the students select at least  $\frac{1}{2}$  cup of the fruit or veg requirement

**In other words, the student must pick up 3 items, 1 of which must be a fruit**

# OVS - Breakfast

## Component

**One of three food groups that comprise a reimbursable breakfast**

(grains or meat/meat alternate; fruit or vegetable; milk)

## Item

**A specific food offered within the three food components.**

**Remember!**

**At Lunch, we deal with COMPONENTS,**

**At Breakfast, we deal with ITEMS!**

- Are you training your staff to recognize the difference between components and items?
- How do you (as the menu planner) communicate what constitutes an “item” on your breakfast menu?

# OVS Regulations: Breakfast

---

- SP 41-2015 (OVS Manual)
- A school may offer M/MA in place of grains at breakfast **AFTER** the minimum daily grain requirement is offered.
- Although breakfast is based on items, the minimum component required must be offered on the serving line.



# A Meat Becomes a Grain!?!?



# IMPORTANT REMINDERS: OVS Breakfast

---

- Fruit quantity is 1 cup
- 1 cup = 1 item
- Meat/ Meat Alternates (M/MA) can substitute as a Grain OR count as an Extra
- Vegetables can substitute as a Fruit OR count as an extra
- Extra = Not counted as a component or item

## **The $\frac{1}{2}$ cup minimum serving of fruit may be:**

- A mix of different fruits
- A mix of fruits and vegetables
- Minimum creditable amount is  $\frac{1}{8}$  c.

# Vegetables

## Breakfast

	Grade K - 5	Grade 6 – 8	Grade 9 - 12
<b>Vegetables</b>	None required, but may be substituted for fruits provided that the first 2 cups/week offered are from a subgroup other than starchy OR As an “EXTRA”		



$\frac{1}{2}$  cup vegetables =  $\frac{1}{2}$  cup  
fruit

**O  
R**



$\frac{1}{2}$  cup vegetables = Extra  
(not a component - but must include in nutrient analysis)

# Offer vs Serve Counting Items

---

**The Menu Planner Decides how to count the items!**

**Combination Foods can count as multiple items!**

# Combination food - breakfast

- **Breakfast Burrito = 1 oz. M/MA & 1 Grain**
- **Bagel Breakfast = 1 oz. M/MA & 1.25 Grain**
- **Breakfast Pizza, (W/ Sausage, Bacon & Chz Sauce) = 1 oz M/MA & 1 oz Grain**
- **French Toast, Stick, WG = 2 oz grain**
- **Biscuit, WG = 2 oz grain**

# Example of Breakfast Combination Item

Source: MRS 2020

MRS: 1695 — Breakfast Combinations (1600s)

## BREAKFAST BAGEL

**MEAL COMPONENT CONTRIBUTION:**

1 oz. eq. meat/meat alternate, 1 ¼ oz. eq. whole grains

**NUMBER OF PORTIONS:** 100 **SIZE OF PORTION:** 1 bagel

**RECIPE HACCP PROCESS:** #2 - Same day service



MEAT/MEAT ALTERNATE : WHOLE GRAINS

Source: MRS 2020

MRS: 1683 — Breakfast Combinations (1600s)

## BREAKFAST BURRITO (PURCHASED)

**MEAL COMPONENT CONTRIBUTION:**

1 oz. eq. meat/meat alternate, 1 oz. eq. whole grains

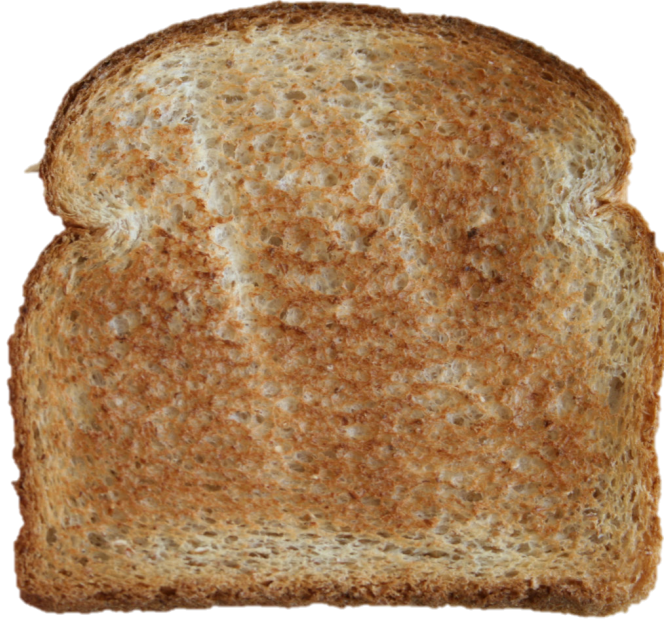
**NUMBER OF PORTIONS:** 100 **SIZE OF PORTION:** 1 burrito

**RECIPE HACCP PROCESS:** #2 - Same day service



MEAT/MEAT ALTERNATE : WHOLE GRAINS

# Offer vs Serve Counting Items

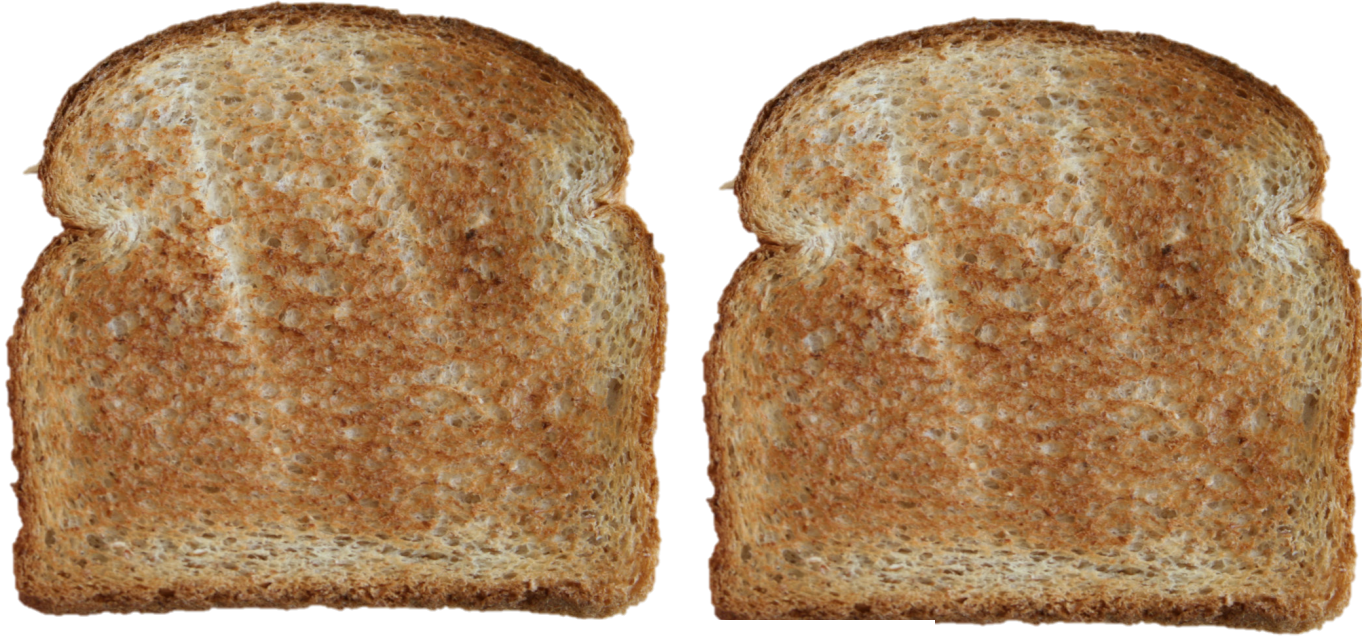


**1 Item**

1 oz grain eq



# Offer vs Serve Counting Items



**2 Items**

1 oz grain eq

+

1 oz grain eq

# Offer vs Serve Counting Items



**2 Items**

**2 Items**

2 oz grain eq

**OR**



**1 Item**

**1 Item**

2 oz grain eq

# Offer vs Serve Counting Items



**2 Items OR 1 Item**

1 oz grain eq +  
1 oz M/MA =  
2 oz grain eq

1 oz grain eq +  
1 oz M/MA =  
1oz grain eq

# Offer vs Serve Counting Items



2 oz grain eq +  
2 oz M/MA =  
4 oz eq

**OR**



2 oz grain eq +  
2 oz M/MA (extra) =  
2 oz eq

2 oz M/MA: Egg=1 oz eq; Cheese=.5 oz eq; Sausage=.5 oz eq



**Quiz Time!**

# Breakfast Tray #1

# Breakfast Tray #1

- ☐ Is this Tray Reimbursable?
- ☐ How many items are on this Tray?
- ☐ Is this a reimbursable meal for K-8 or 9-12 grades group?



# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?



# Breakfast Tray #1

**YES, TRAY # 1 IS  
REIMBURSABLE!**

Total Items:

- Milk: 1 - C
- Grain: 2 oz. eq.
- Fruit: 1/2\* - C

*\*Can apply 1/2 cup  
exemption*



# Breakfast Tray #2

# Breakfast Tray #2

- ☐ Is this Tray Reimbursable?
- ☐ How many items are on this Tray?
- ☐ Is this a reimbursable meal for K-8 or 9-12 grades group?



These kids are fast!

Gone in a  
flash! Did  
you catch  
that?



# Breakfast Tray #2

**NO, TRAY #2 IS NOT REIMBURSABLE!**

**MISSING A FRUIT COMPONENT!**  
**One of the items must be a fruit**

Total Items:

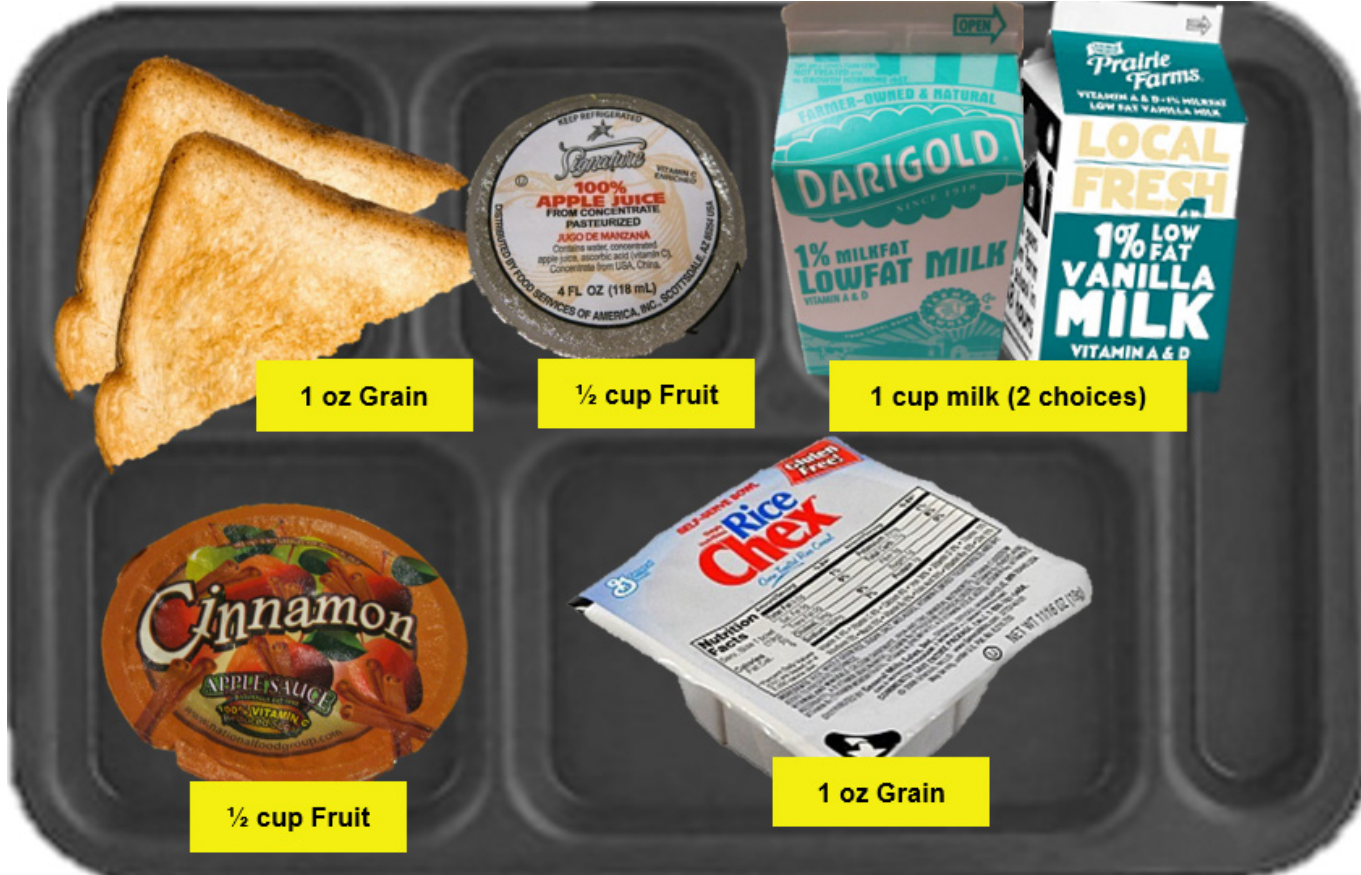
- Grain: 2 oz. eq. biscuit (plus 1 oz. eq. egg)\*
- Milk: 1 - C

\*at breakfast, Meat/Meat Alternatives can count toward grain after the full component of true grain has been offered. So the eggs could count as additional grain here.





# Breakfast Planned Menu





# Menu Planner Discretion





# Breakfast Tray #3

# Breakfast Tray #3



# WHOOOSH!!!!!!

---

Did that  
student have  
“sonic” speed  
or what?



# Breakfast Tray #3



Reimbursable Meal – NO! Missing F/V!

# Breakfast Tray #4

# Breakfast Tray #4



**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!

# Breakfast Tray #4



**Reimbursable Meal - Yes**



# Breakfast Tray #5

# Breakfast Tray #5



# Get Ready!

Do you even remember  
what you saw, or are  
you blind as a Referee?



# Breakfast Tray #5



Reimbursable Meal – NO! Missing F/V!

# Breakfast Tray #6

# Breakfast Tray #6



These kids are fast!

Gone in a  
flash! Did  
you catch  
that?





# Breakfast Tray #6



**Reimbursable Meal - Yes**





# Offer vs Serve – Breakfast



# Menu Planner Discretion



# Breakfast Tray #7

# Breakfast Tray #7



Oops.....

Do you even  
remember  
what you  
saw?



# Breakfast Tray #7



Reimbursable Meal – NO! Missing F/V!

# Breakfast Tray #8



# Breakfast Tray #8



# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?

# Breakfast Tray #8



**Reimbursable Meal - Yes**

# Breakfast Tray #9

# Breakfast Tray #9

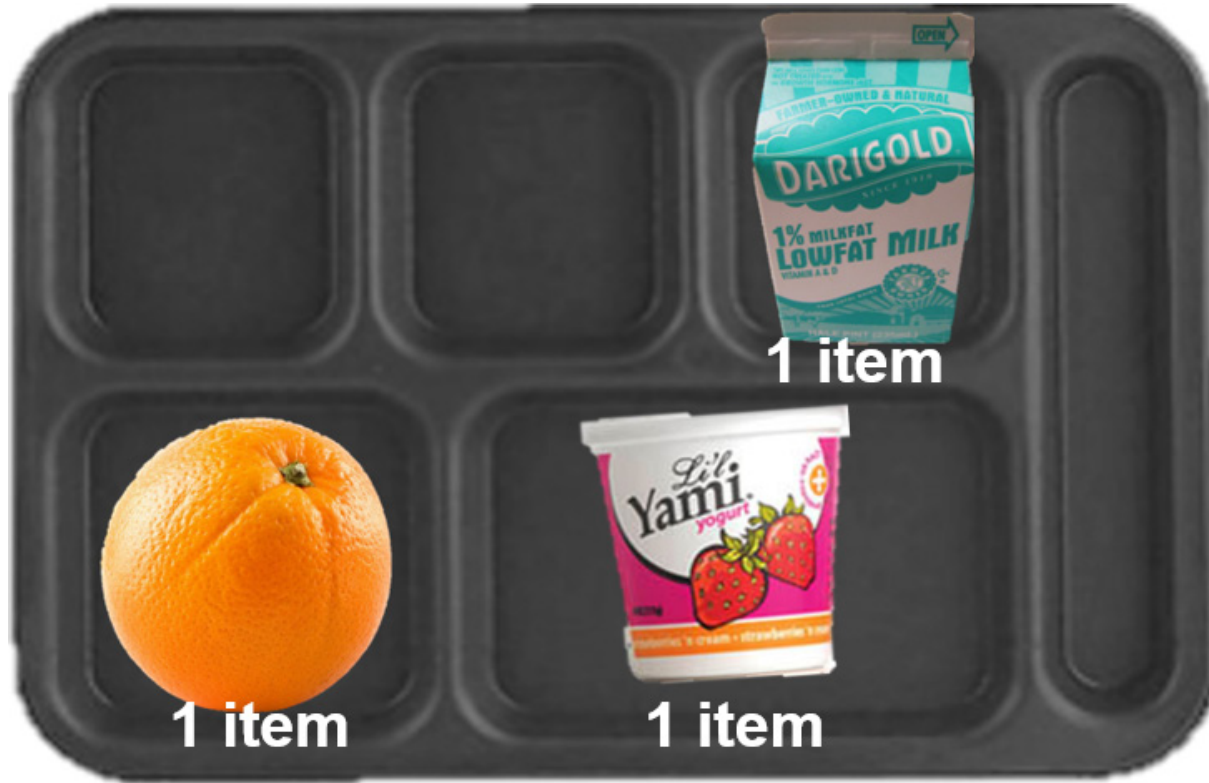


These kids are fast!

Gone in a  
flash! Did  
you catch  
that?



# Breakfast Tray #9

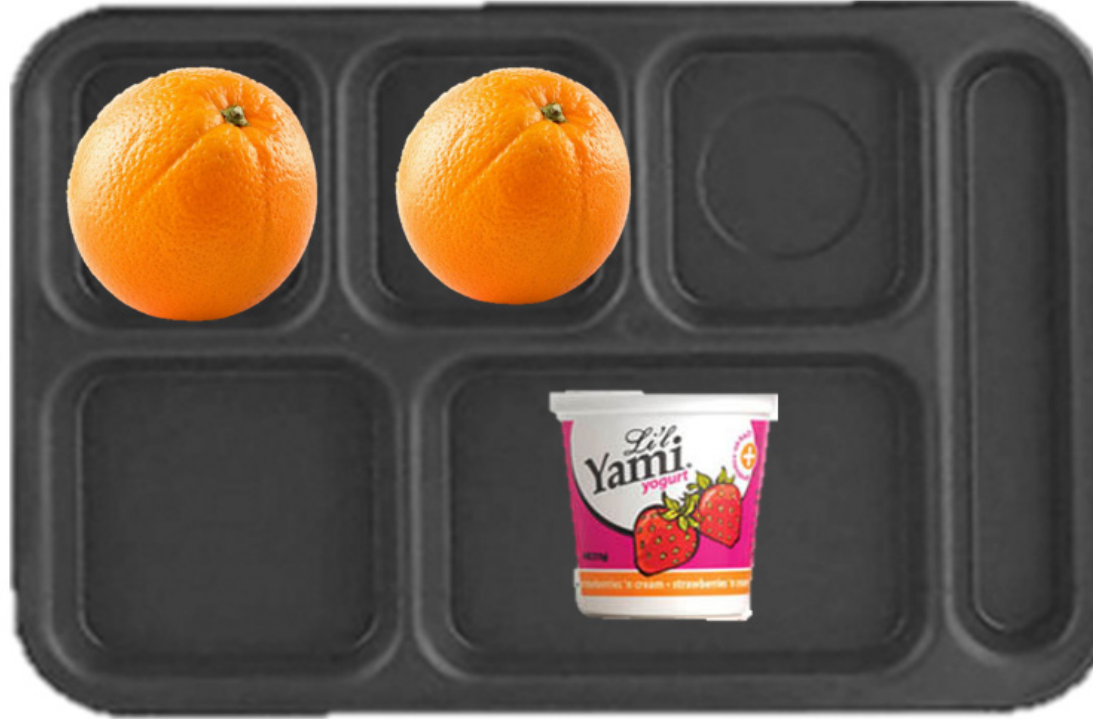


**Reimbursable Meal - Yes**

# Breakfast Tray #10



# Breakfast Tray #10

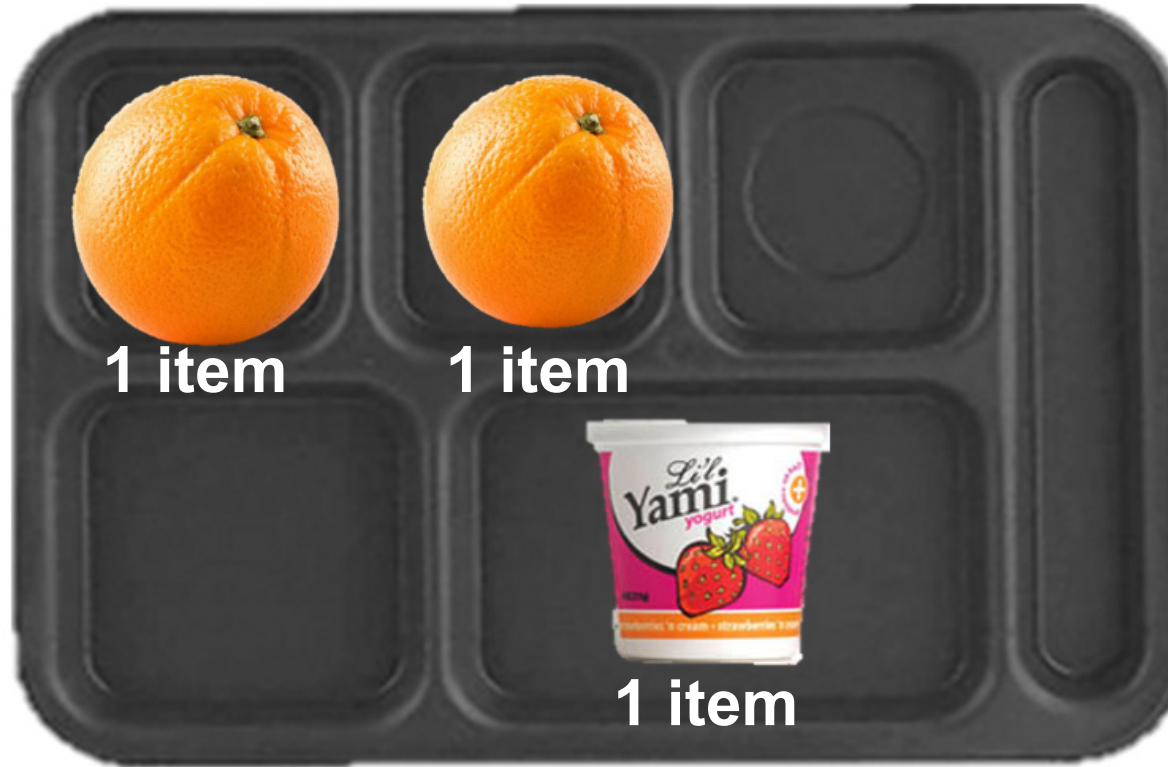


# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?

# Breakfast Tray #10



Depends on the menu planner!!!!

Menu planner may decide that you cannot pick up 2 of the same item

# Breakfast Tray #11

# Breakfast Tray #11



Are you “Super”  
sure that was a  
reimbursable  
Meal?



# Breakfast Tray #11



Reimbursable Meal - Yes

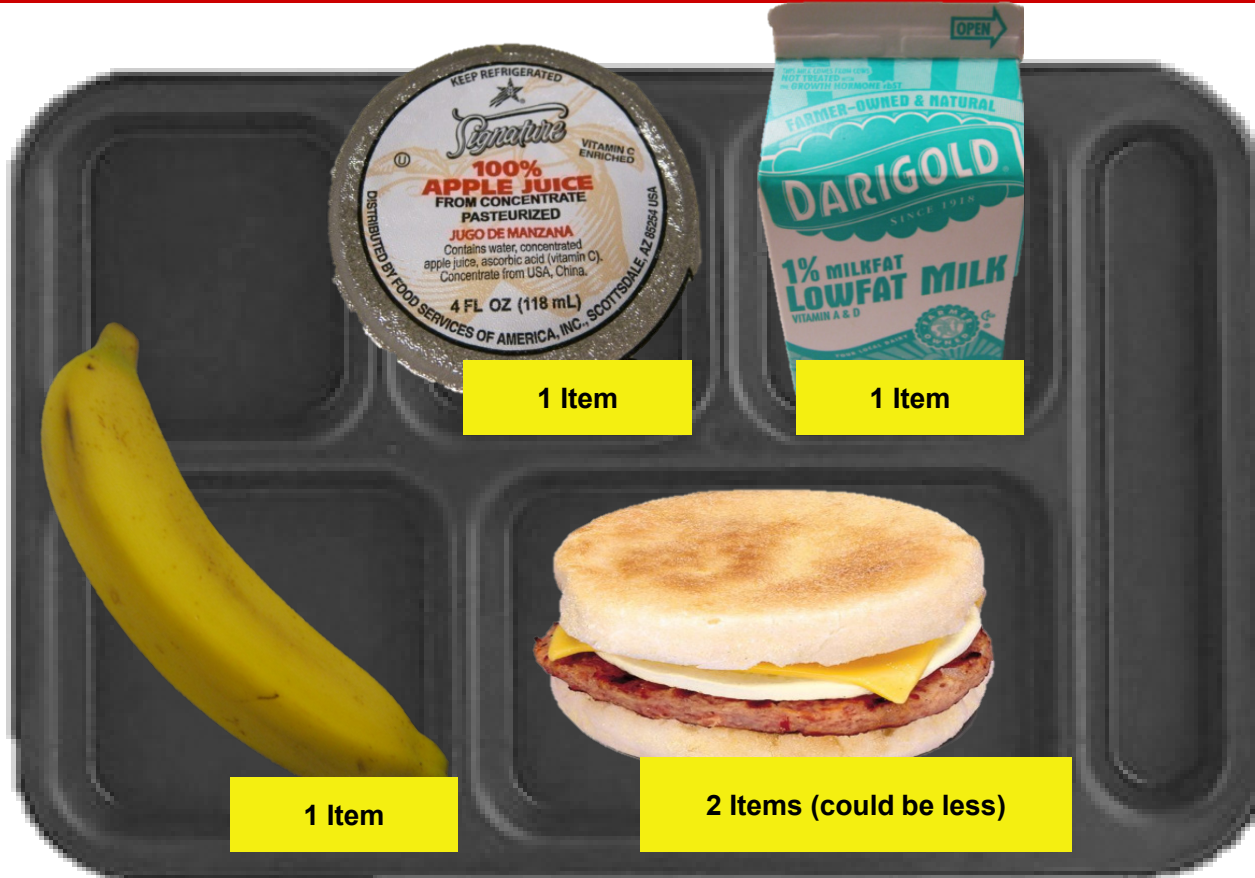




# Planned Menu for Breakfast



# Menu Planner Discretion



# Breakfast Tray #12

# Breakfast Tray #12



# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?

# Breakfast Tray #12



Reimbursable Meal – NO! Missing F/V!

# Breakfast Tray #13

# Breakfast Tray #13





# WHOOOSH!!!!!!

---

Did that  
student have  
“sonic” speed  
or what?



# Breakfast Tray #13



Reimbursable Meal - Yes

# Breakfast Tray #14

# Breakfast Tray #14



**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!

# Breakfast Tray #14



**YES Reimbursable**



# Planned Menu for Breakfast



P bread = 2 grains



1 4oz = 1 oz M/MA  
**COUNTS AS A GRAIN!**



1 cup milk (multiple varieties available)



½ cup apple



½ cup banana



# Breakfast Tray #16

# Breakfast Tray #16



Reimbursable Meal?

These kids are fast!

Gone in a  
flash! Did  
you catch  
that?



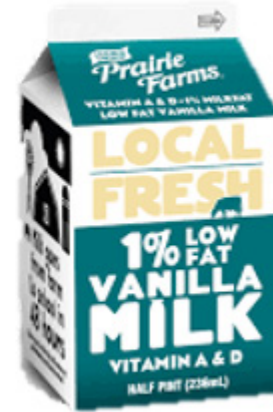
# Breakfast Tray #16



P bread = 2 grains



1 4oz = 1 oz M/MA



1 cup milk

## Reimbursable Meal? **No!**

# Breakfast Tray #17

# Breakfast Tray #17



Reimbursable Meal ?

# Oh No! 3 Seconds.....



Did the student  
“swipe” away  
too fast?

# Breakfast Tray #17



P bread = 2 grains



$\frac{1}{2}$  cup apple



$\frac{1}{2}$  cup banana

Reimbursable Meal **YES**



# Breakfast Tray #18

# Breakfast Tray #18



Reimbursable Meal ?

**Wait What? You have 3 Seconds!**

---



Did you see that  
slide past the  
cashier!?!

# Breakfast Tray #18



P bread = 2 grains



1 4oz = 1 oz M/MA

Reimbursable Meal **NO**

# Breakfast Tray #19

# Breakfast Tray #19



P bread = 2 grains



½ cup apple

## Reimbursable Meal ?

# WHOOOSH!!!!!!

---

Did that  
student have  
“sonic” speed  
or what?



# Breakfast Tray #19



P bread = 2 grains



½ cup apple

Reimbursable Meal **YES**



# Thank you for your time!

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# Non- Discrimination Statement

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This institution is an equal opportunity provider.

## Full Statement

<http://www.mde.k12.ms.us/docs/child-nutrition/usda-nondiscrimination-statement-2016.pdf?sfvrsn=2>