

SELF-PREP PRODUCTION & MEAL SERVICE RECORD – LUNCH MEALS

PLANNED MENU

(Cycle Week 1, Day 2)

Whole Grain-Rich Corn Dog

Turkey/Cheese Sub

Fresh Red & Green Grapes/Chilled Fruit Cup

Baked Beans

Fresh Cucumber Slices with dip

1% White or FF Chocolate Milk

Site implements OVS:

☒ Yes ☐ No

SITE: _ABC School_____

DATE: _September 16, 2022_____

GRADE GROUPING(S): ☒ K-5 ☒ 6-8 ☐ 9-12

(Mark only one unless using K-8 plan, then mark K-5 and 6-8)

UNUSUAL EVENTS: _None_____

SIGNATURE: _Mary Lassiter_____

NUMBER OF MEALS SERVED

(From meal count or register reports)

REIMBURSABLE STUDENT: _65_____

ADULT/STUDENT SECONDS: _10_____

STAFF: _2_____

TOTAL LUNCHES: _77_____

PLANNING SECTION - Complete Before Meal Service

A	B	C
Meal Components: Recipe # or Product Name [e.g., Spaghetti & Meat Sauce (USDA D-35), Chicken Nuggets (Tyson)]	Portion Size /Amount (e.g., 1 cup, 2 oz, 5 each)	# of Portions Planned (student + adult + staff + a la carte = Total Portions Planned)

DOCUMENTATION SECTION – Complete After Meal Service

D	E	F	G	H
Total # of Purchase Units Used (e.g., 1-96 count case, 2-#10 cans, 10 lbs.)	Total # of Portions Prepared (student, adult, staff, a la carte)	# of Portions Leftover & Usage Code (Record # of any remaining portions)	# of Portions Served (students, adults, staff, any a la carte)	Temperatures of Items (At start of service & end if service over 1 hour)

Meats/Meat Alternates: Daily, offer 1 oz. eq. portion for Grades K-5 & 6-8; 2 oz. eq. for Grades 9-12. Weekly, offer Grades K-5 = 8 oz. eq.; Grades 6-8 = 9 oz. eq.; Grades 9-12 = 10 oz. eq. Choices include cooked, edible meat, poultry, and fish portions, eggs, cheese, regular/soy yogurts, and peanut, sunflower, and other nut butters. May also serve equivalent portion of Beans/Peas (mature). For “Alternate protein products” see Appendix A Part 226 for requirements. Refer to USDA’s Food Buying Guide for more guidance.

OVS – Choose up to 1	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
WGR Corn Dog, CN 2M/2G	1 ea./4 oz	45	10	55	55 each	55	3	D	45	7	52	169	147
Turkey/Cheese Sub 2M/2G	1 each	20	5	25	2.5#turkey, 1.6# cheese	25	0	--	20	5	25	40	41

Fruit(s)/100% Fruit Juices: At minimum, offer 1/2 cup daily for Grades K-5 and 6-8; 1 cup for Grades 9-12. Can be from two or more combined smaller portions or one full portion. If planned, juice must be 100% with 4 oz. portion providing ½ cup for daily requirement but is limited to no more than one-half of the weekly fruit offerings at lunch (e.g., for grades K-8: 2-1/2 cups total fruit, 1 cup can be juice; grades 9-12: 5 cups total fruit, 2-1/2 cups can be juice).

OVS – Choose up to 2	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
Fresh Red & Green Grapes	½ cup	30	5	35	7 lbs.	36	0	-	30	5	35	38	41
Fruit Cup (USDA, canned)	½ cup	45	2	48	2 - #10 cans	48	18	R/SND	28	2	30	38	40

Leftover Codes: (F) Freeze (R) Refrigerate (SND) Serve Next Day (D) Dispose (RTS) Return to Stock

SELF-PREP PRODUCTION & MEAL SERVICE RECORD – LUNCH MEALS

PLANNING SECTION - Complete Before Meal Service						DOCUMENTATION SECTION – Complete After Meal Service								
A Meal Components: Recipe # or Product Name (e.g., Spaghetti/Pasta, Chicken Nugget Breading from items above)		B Portion Size /Amount (e.g., 1 cup)	C # of Portions Planned (student + adult + staff + a la carte = Total Portions Planned)			D Total # of Purchase Units Used	E Total # of Portions Prepared	F # of Portions Leftover & Usage Code	G # of Portions Served (students, adults, staff, any a la carte)	H Temperatures of Items				
Vegetable(s): At minimum, offer <u>3/4 cup</u> for Grades K-5 and 6-8; <u>1 cup</u> for Grades 9-12. Can be two or more combined smaller portions at ½ cup each (recommended) or one full portion. Weekly Subgroup minimums must also be met.														
OVS – Choose up to 2		Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
D/G														
R/O														
B/P	Baked Beans w/sauce	2/3 cup	60	10	70	3 #10 cans	72	5	D	58	9	67	168	153
S														
O	FL Cucumber Slices	1/2 cup	40	10	50	10 lbs.	50	6	R/SND	34	10	44	40	41
A														
Grains/Breads: At minimum, offer <u>1 oz. eq.</u> daily for Grades K-5 & 6-8; <u>2 oz. eq.</u> daily for Grades 9-12. Minimum weekly requirements: Grades K-5 and 6-8 = 8 oz. eq. servings; Grades 9-12 = 10 oz. eq. servings. At least 80% of grains must be whole grain or whole grain-rich (WGR). Includes rice, pasta, and hot cereals (record cooked portion in cups). Refer to USDA's Food Buying Guide – Exhibit A – for minimum portion weights/sizes of purchased grain items. For recipe-based grain items, calculate grain allowance based on grain content & number of portions.														
OVS – Choose up to 1		Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
	Corn Dog Breading	2 oz eq	45	10	55	55 each	55	3	D	45	7	52	169	147
	WGR Sub Roll (2 oz)	2 oz eq	20	5	25	25 rolls	25	0	SND	20	5	25	40	41
Milk Choices: Offer two or more choices of 8 fluid ounces for all Grades K-5, 6-8 & 9-12. Must be fat-free or low-fat (1% milk fat); may be refrigerated or shelf-stable; may be unflavored or flavored provided an unflavored choice is offered at each meal service. May offer and record non-dairy, milk equivalent beverages in this section. Other Beverages: Record 100% Juices in Fruits; Bottled Water in Extras.														
		Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
	1 % White	8 fl. oz	15	5	20	1/2 case	20	2	RTS	15	3	20	36	39
	FF Chocolate	8 fl. oz	60	5	65	1- 1/2 cases	65	10	RTS	49	6	55	36	38
Condiments/Extras: Indicate condiment portion size. Includes ketchup, light mayonnaise, mustard, reduced-fat salad dressings, cream cheese, syrup, bacon, gelatin desserts, potato-based chips, etc.														
		Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
	Light Ranch Dressing, 12 g	1 packet	40	10	50	1/4 case	50	7	RTS	38	10	48	RT	RT
	Ketchup Packet (9 grams)	1 packet	60	10	70	1/10 case	100	22	RTS	68	10	78	RT	RT
	Mustard (5.5 grams)	1 packet	35	5	40	1/4 case	50	8	RTS	30	12	42	RT	RT

Leftover Codes: (F) Freeze (R) Refrigerate (SND) Serve Next Day (D) Dispose (RTS) Return to Stock

*Vegetable Subgroup Codes: (DG) Dark Green (R/O) Red/Orange (B/P) Bean/Pea (S) Starchy (O) Other (A) Additional vegetable

INSTRUCTIONS: SELF-PREP PRODUCTION & MEAL SERVICE RECORD – LUNCH MEALS

Meal Information: Complete the meal information each day to identify the menu, site, date, meal period and age/grade grouping served. Under the menu, mark “Yes” or “No” to indicate whether the site implements the Offer vs. Serve (OVS) provision. The site manager should sign the record daily indicating that the information is complete and correct to the best of their knowledge. The section documenting the number of student meals served, and to be claimed for reimbursement, must come from actual participation data such as meal count forms, register tapes or computer reports.

Planning Section: Columns A through C: Complete this information in advance of meal service. All columns must be completed and are required to document that reimbursable meals have been planned. If using a cycle menu, once columns A-C are completed, additional sheets of pages 1 and 2 can be copied for future use to save time. Substitutions can be reflected by a single strike line and writing in the new information.

A	Menu Item/Recipe # or Product Name	Indicate the specific recipes and food products to be used to prepare the item. List all planned food items including condiments. Be sure to include product names or recipes [e.g., Red Baron Pizza or D-35 for USDA Recipes (or your own recipe numbers)]. Can indicate combination purchased meat/grain items contribution with child nutrition (CN) labeling information here. Under each meal component section, indicate the maximum number of items students may choose from that section. For example, if a variety of fruit portions are offered, indicate the number of portions students are permitted to take as part of their meal.
B	Portion Size, Amount or Equivalent Serving (*refer to Vegetable Subgroup Pages for additional requirements)	Indicate the actual planned portion size for each food listed in Column A for the age grade grouping listed in Column B. This should be the portion size that must be served to meet the meal component requirements (e.g., breaded chicken patty list as 1 patty-3.6 oz. This is the actual size of the patty and should be large enough to meet the 2 oz eq. needed to qualify as a meat/meat alternate component and 1 oz equivalent grain serving for K-8.) Indicating serving utensils in this area can communicate valuable information to staff preparing and serving the meal (e.g., Chicken Nuggets-5 each or Spaghetti 1 c = 2-#8 scoops).
C	# of Portions Planned for Students and any Adults or A la carte	Indicate the number of portions planned for each menu item for each age grade grouping separating the number of student meals from any planned adults, staff and any a la carte sales.

Documentation Section: Columns D through H: Must be completed daily to document the number of reimbursable meals served.

D	Total Purchase Units Used	Record the total number of purchase units used based on the corresponding portion size listed in Column B with the number of planned portions in Column C (e.g., 2-96 count cases [pizza], 10 lbs. [ground beef], 6-#10 cans [peaches]).
E	Total # Portions Prepared	Record the total number of portions prepared for each food item based on the portion size in Column B. This number should reflect the purchase unit amounts used in Column D. Include portions prepared for students and any staff, adults, or component items used for a la carte sales. Examples include a second hamburger or pizza slice with a meal or an extra carton of milk.
F	# of Portions Leftover and Leftover Code	Record the number of leftover portions for each food item based on the portion size in Column B (e.g., 3 burgers, 6 milks, 10 oranges, 4 servings of rice, and 3 servings of nuggets). If any amount remains in pans, convert to the number of servings left. List the appropriate leftover code from the bottom of the page that describes what became of the items at the end of the meal.
G	# of Portions Served to Students and any Adults, Staff or A la carte	Record the total number of portions for each food item served to students, adults, staff and a la carte. This number should be based on meal counts or register reports. A la carte includes a child who brings a lunch and purchases a carton of milk, or a child who received a lunch and purchased an extra slice of pizza. This should not include second helpings served free.
H	<u>Food Temperatures</u> (*See DOH weblink for updated Food Code information – effective 09/2018)	Record the food temperatures at the time meal service starts and ends and more often for meal services lasting more than one hour. Temperatures of bread and other food at room temperature can be listed as “RM” or “RT” (room temperature). Cold foods must be 41 degrees or cooler and hot foods at or above *135 degrees. If the temperature of an item does not meet the requirement, indicate actions taken on the back of the production record and record the new temperature. If reheating of foods is needed, the foods must reach a temperature of 165 degrees as determined by a clean, calibrated stemmed thermometer.

*Vegetable Subgroups

USDA has updated the fruit and vegetable sections of the Food Buying Guide (FBG) for Child Nutrition Programs. The listing included separate fruit and vegetable section information. Additionally, the FBG is a key reference to assist the menu planner in making selections to meet the meal patterns and to guide managers in choosing appropriate menu selections when planning meals and making substitutions related to the Vegetable Subgroups.

Method of preparation does not affect the vegetable subgroup. For example, canned sweet potatoes in a chunk form or baked whole from fresh are in the Red/Orange subgroup, fresh spinach steam or used in a salad is a Dark Green, and white potatoes are Starchy as mashed or oven baked fries.

Dark Green (DG) Vegetables	Red and Orange (R/O) Vegetables	Beans/Peas (B/P) (Legumes) ¹
Bok-Choy Broccoli Collard greens Dark green leafy lettuce Kale Mesclun Mustard greens Romaine lettuce Spinach Turnip greens Watercress	Acorn squash Butternut squash Carrots Hubbard squash Pumpkin Red peppers Sweet potatoes Tomatoes Tomato juice	Black beans Black-eyed peas (mature, dry) Garbanzo beans (chickpeas) Kidney beans Lentils Lima Beans (mature, dry) Pinto Beans Navy beans Soy beans Split Peas White beans
Starchy (S) Vegetables	Other (O) Vegetables	
Corn Cowpeas, immature (not dry) Field peas, immature (not dry) Black-eyed peas, immature (not dry) Green bananas Green peas Green lima beans Plantains Potatoes Water chestnut	Artichokes Asparagus Avocado Bean sprouts Brussels sprouts Beets Cabbage Cauliflower Celery Cucumbers Eggplant Green beans	
		Iceberg (head) lettuce Mushrooms Green peppers Mixed Vegetables comprised of various subgroups ² Okra Onions Parsnips Radish Summer Squash Turnips Wax beans Zucchini Any vegetable from the other subgroups except Starchy ³

¹ Why are green peas and green (string) beans not in the Beans/Peas and Legumes Vegetable Subgroup?

The legumes/beans and peas vegetable subgroup contain beans and peas that are the mature forms of legumes. That is, they are harvested when the seeds are fully developed and dry. Green peas are harvested before they are fully mature. They are similar in nutrients to other starchy vegetables and are grouped with them. Note that split peas are the mature form of green peas. Green string beans are also harvested before they are mature and are grouped with the Other vegetable subgroup items like iceberg lettuce, celery, cabbage, onions, squash and zucchini because of their similar nutrient content. For more information, refer to: <https://www.choosemyplate.gov/vegetables-beans-and-peas>.

² Mixed Vegetables comprised of various subgroups: If the recipe and production record indicate the amount of each type of vegetable and the contribution to the vegetable subgroups, mixed vegetable dishes may credit towards the individual subgroups. If the amount of each vegetable is unknown or you choose not to list the information, mixed vegetables count in the “Other” or “Additional” vegetables categories.

³ Schools can substitute vegetables from the dark green, red/orange, or beans/peas for “other” vegetables if they desire, but they may NOT substitute starchy vegetables for “Other” vegetables.

	Grades K-5	Grades 6-8	Grades 9-12
Meal Pattern	Amount of Food Per Week ^a (Minimum Per Day)		
Fruits (cups)^b	2 ½ (1/2)	2 ½ (1/2)	5 (1)
Vegetables (cups)^b	3 ¾ (3/4)	3 ¾ (3/4)	5 (1)
Dark Green ^c	½	½	½
Red/Orange ^c	¾	¾	1 ¼
Beans/Peas (Legumes) ^c	½	½	½
Starchy ^c	½	½	½
Other ^{cd}	½	½	¾
Additional Vegetables to reach total ^e	1	1	1 ½
Grains (oz eq)^f	8 (1)	8 (1)	10 (2)
Meats/Meat Alternates (oz eq)	8 (1)	9 (1)	10 (2)
Fluid Milk (cups)^g	5 (1)	5 (1)	5 (1)

^aFood items included in each food group and subgroup and amount equivalents. Minimum creditable serving is 1/8 cup.

^bOne quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

^cLarger amounts of these vegetables may be served.

^dThis category consists of “Other vegetables” as defined in §210.10(c)(2)(iii)(E). For purposes of the NSLP, “Other vegetables” requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).

^eAny vegetable subgroup may be offered to meet the total weekly vegetable requirement.

^f80% of grains offered weekly must be whole grain-rich as specified in FNS guidance.

^gFluid milk options may include fat-free or 1% unflavored or flavored milk. Unflavored milk must be offered at each meal service.

Note: If using one combined Lunch meal pattern for grades K-5 and 6-8, the **K-8 Meal Pattern** is: 1/2 cup Fruit(s), 3/4 cup Vegetable(s), 8 fl. oz Milk and 1 oz. eq. Grains (**8 oz. eq. minimum/week**) and 1 oz. eq. Meat/Meat Alternates (**9 oz. eq. minimum/week**).