

# 2025 ISBE School Nutrition Training

## Menu Recordkeeping & Planning

Presented by:

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Kim Nesler



**CHILD NUTRITION  
PROGRAMS**

 **ILLINOIS**  
STATE BOARD OF  
**EDUCATION**



**How many are new to school nutrition?**

**How many struggle with your menus?**

**.....with production records?**



# OBJECTIVES

- Mission 1: Understanding the basics
  - Meal Pattern Requirements
- Mission 2: Build a Menu
  - Nutrition Documentation
- Mission 3: Evaluate your menu
  - Menu Planner Tools
- Mission 4: Production Records



# **Mission 1:**

## **Meal Patterns Basics Overview**





# Breakfast Meal Pattern



- 1) How many components are required at Breakfast?
- 2) What are the required components?

## **Breakfast Meal Pattern**

**Fruit/Vegetable/  
100% Juice**

**Grain and/or  
Meat/Meat Alternate**

**Milk**

# Breakfast – Fruit/Vegetable Component

K-5	6-8	9-12	K-12
Daily – 1 cups Weekly – 5 cups	Daily – 1 cups Weekly – 5 cups	Daily – 1 cups Weekly – 5 cups	Daily – 1 cups Weekly – 5 cups

- Fresh, Frozen, Dried, Canned or Juice forms
  - Juice must be Pasteurized, 100% Full Strength
    - No more than half of the weekly fruit and vegetable offerings can be in the form of juice
- Credited based on their volume as served
  - Dried fruit credits as **double the amount offered** (1/4 cup counts as 1/2 cup)
  - Frozen juice is credited based on the **unfrozen liquid volume**
- Minimum serving is 1/8 cup
  - May offer vegetables in place of fruits at breakfast with some restrictions:
    - 1 day per week → may offer any vegetables, including starchy vegetables
    - 2 or more days per week → it must be from two different vegetable subgroups

# Breakfast – Grain & Meat/Meat Alternate

K-5	6-8	9-12	K-12
Daily – 1oz eq Weekly – 7oz eq	Daily – 1oz eq Weekly – 8oz eq	Daily – 1oz eq Weekly – 9oz eq	Daily – 1oz eq Weekly – 9oz eq

- **May offer meats/meat alternates, grains, or a combination of both at breakfast**
  - Minimum creditable serving is 0.25 oz. eq

## Grains

- 80% of grains served at breakfast must be whole grain-rich (WGR)
  - Any remaining grains must be enriched
- WGR is defined as 50%-100%
- Breakfast cereals must contain no more than 6 grams of added sugars per dry ounce

## Meat/Meat Alternate

- Yogurt must contain no more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce)
- Nuts and seeds may be used to satisfy 100% of the meat/meat alternate requirement

# Breakfast – Milk Component

K-5	6-8	9-12	K-12
Daily – 1 cup Weekly – 5 cups	Daily – 1 cup Weekly – 5 cups	Daily – 1 cup Weekly – 5 cups	Daily – 1 cup Weekly – 5 cups

Milk may be fat-free or 1%:

*\*\* fat-free or 1% lactose-free & reduced-lactose fluid milk may also be offered*

At least 2 choices of milk must be offered

- One of those must be unflavored
- Flavored milk must contain no more than 10 grams of added sugars per 8 fluid ounces



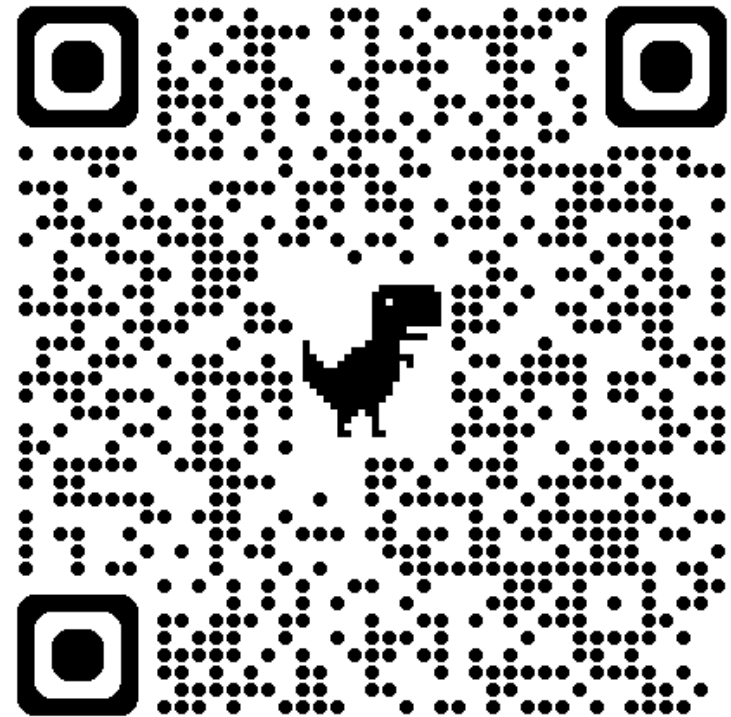
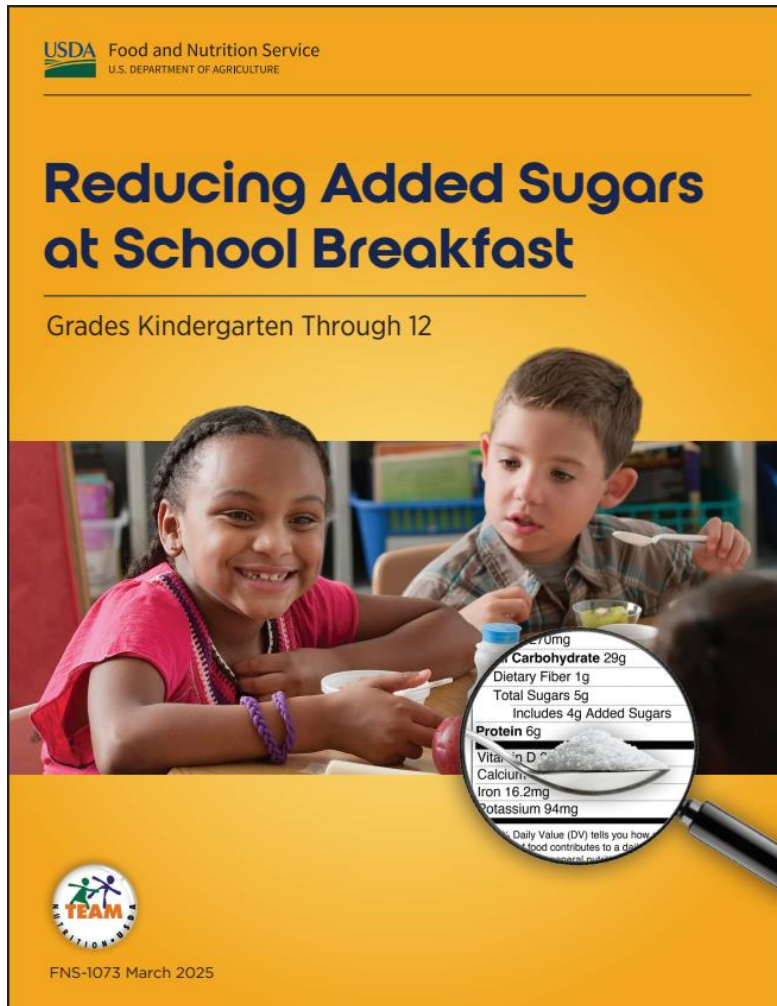
# Breakfast – Dietary Specifications

Other Specifications: Daily amount based on the average for a 5-day week	K-5	K-8	6-8	9-12
Min-Max Calories	350-500	400-500	400-550	450-600
Saturated Fat (% of total calories)	<10%	<10%	<10%	<10%
Added Sugars (% of total calories)	<10%	<10%	<10%	<10%
Sodium (mg) – through 6/30/27	≤540	≤540	≤600	≤640
Trans fat	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving			

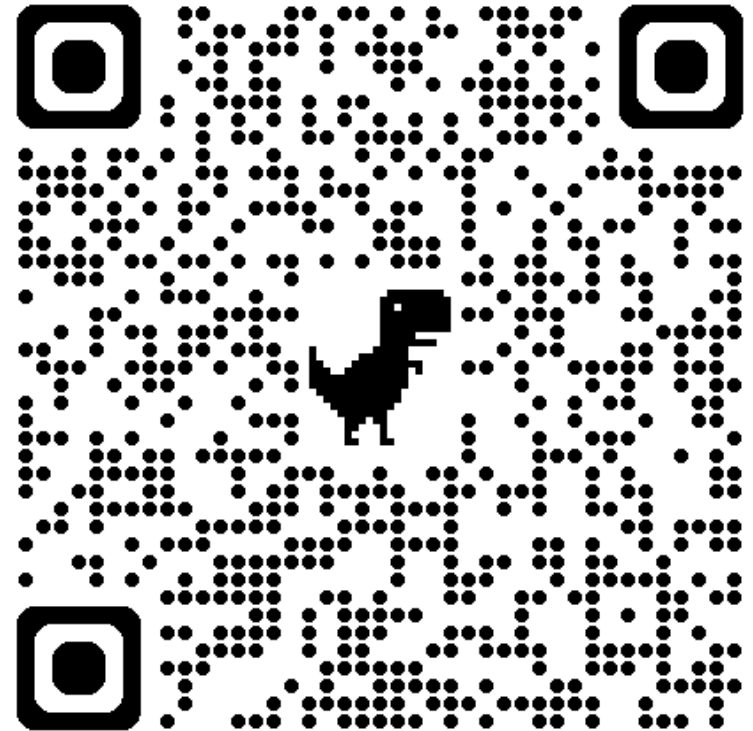
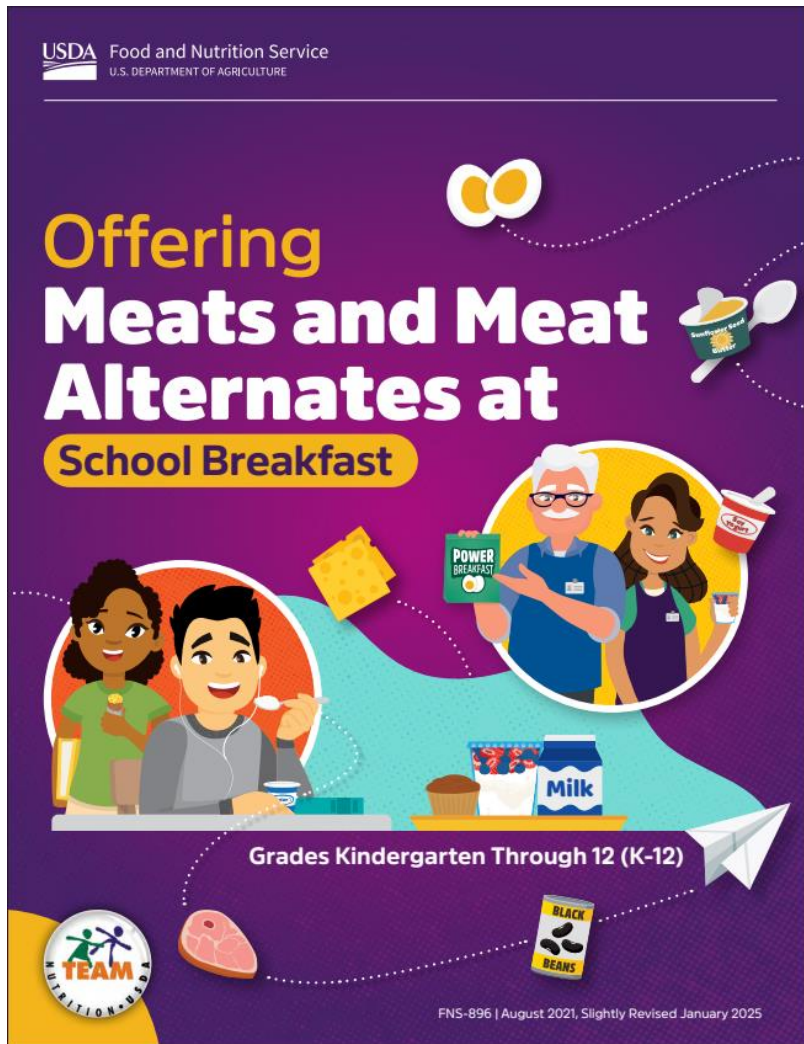
**\*\* When creating a K-12 menu:**

- Average calories/week → 450-500
- Sodium → ≤540

# New USDA Added Sugars Resource



# Updated USDA M/MA Resource





**WANT TO  
LEARN  
MORE**



Attend the School Breakfast Meal Pattern Session

- Tuesday → 8:30 am - 9:20 am

# Lunch Meal Pattern



- 1) How many components are required at Lunch?
- 2) What are the required components?
- 3) What are the vegetable subgroups?
- 4) What are common errors with subgroups?

## **Lunch Meal Pattern**

**Fruit**

**Vegetable**

**Grain**

**Meat/Meat  
Alternate**

**Milk**

# Lunch – Grain Component

K-5	6-8	K-8	9-12
Daily – 1 oz eq Weekly – 8 oz eq	Daily – 1 oz eq Weekly – 8 oz eq	Daily – 1 oz eq Weekly – 8 oz eq	Daily – 2 oz eq Weekly – 10 oz eq

## Grains

- Minimum creditable serving is 0.25 oz. eq
- All grains count
- 80% of grains served at lunch must be whole grain-rich (WGR)
  - Any remaining grains must be enriched
- WGR is defined as 50%-100%
- Breakfast cereals must contain no more than 6 grams of added sugars per dry ounce
- May contribute up to 2 oz eq of grain-based desserts per week

# Lunch – Meat/Meat Alternate Component

K-5	6-8	K-8	9-12
Daily – 1 oz eq Weekly – 8 oz eq	Daily – 1 oz eq Weekly – 9 oz eq	Daily – 1 oz eq Weekly – 9 oz eq	Daily – 2 oz eq Weekly – 10 oz eq

- Minimum creditable serving is 0.25 oz eq
- Must be served in the main dish or as the main dish and only one other menu item
  - Overall - It cannot be split across more than two items
- Schools without daily choices should not serve any 1 M/MA or form of M/MA (for example, ground, diced, pieces) more than 3 times in the same week
  - This helps ensure variety in the meals offered
- Nuts and seeds may be used to satisfy 100% of the meat/meat alternate requirement
- Yogurt may have no more than 12 grams of added sugar per 8 fluid ounces

## *Examples of Meat/Meat Alternates*

- Beef, poultry, fish
- Cheese
- Eggs
- Nuts and seeds (and nut and seed butters)
- Beans and peas (legumes)
- Tofu and soy products

# Lunch – Fruit Component

K-5	6-8	K-8	9-12
Daily – ½ cup Weekly – 2 ½ cups	Daily – ½ cup Weekly – 2 ½ cups	Daily – ½ cup Weekly – 2 ½ cups	Daily – 1 cup Weekly – 5 cups

- Fresh, Frozen, Dried, Canned or Juice forms
  - Juice must be Pasteurized, 100% Full Strength
    - No more than half of the total weekly requirement may be met with 100% full strength fruit juice
- Fruit is measured in cups and is credited based on their volume as served
  - Dried fruit credits as **double the amount offered** (1/4 cup counts as 1/2 cup)
  - Frozen juice is credited based on the **unfrozen liquid volume**
- Minimum serving is 1/8 cup

# Lunch – Vegetable Component

K-5	6-8	K-8	9-12
Daily – $\frac{3}{4}$ cup Weekly – 3 $\frac{3}{4}$ cups	Daily – $\frac{3}{4}$ cup Weekly – 3 $\frac{3}{4}$ cups	Daily – $\frac{3}{4}$ cup Weekly – 3 $\frac{3}{4}$ cups	Daily – 1 cup Weekly – 5 cups

- Fresh, frozen, or canned vegetables and dry beans, peas, and lentils may be offered
- Vegetables are measured in cups and is credited based on their volume as served

## Additional Crediting information:

- Dried fruit credits as **double the amount offered** ( $\frac{1}{4}$  cup counts as  $\frac{1}{2}$  cup)
  - Raw leafy greens is **half the amount offered** (1 cup counts as  $\frac{1}{2}$  cup)
  - Cooked leafy greens (i.e., collard greens) are credited by **volume as served** ( $\frac{1}{2}$  cup counts as  $\frac{1}{2}$  cup)
  - Tomato paste and puree are credited based on **calculated volume of the whole food equivalency** (i.e., based on the amount of whole tomatoes required to make them rather than the volume)
- Minimum serving is  $\frac{1}{8}$  cup

# Lunch – Vegetable Subgroups

**Weekly Vegetable Requirements**  
(Applies to all grades unless specified)

Dark Green  
½ Cup

Red/Orange  
K-8: ¾ cup  
9-12: 1¼ cup

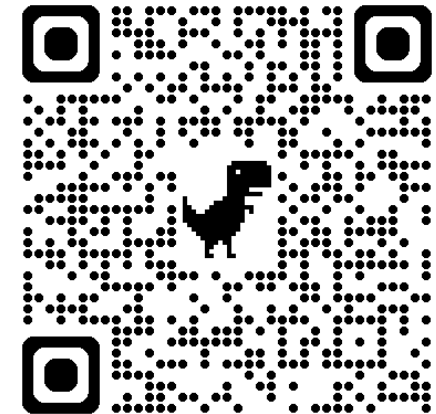
Beans/Legumes  
½ cup

Starchy  
½ cup

Other  
K-8: ½ cup  
9-12: ¾ cup

Additional to meet weekly total  
K-8: 1 cup  
9-12: 1 ½ cup

DARK GREEN fresh, frozen and canned		RED/ORANGE fresh, frozen and canned	BEANS AND PEAS (LEGUMES)* Canned, frozen or cooked from dry	
<ul style="list-style-type: none"> <li>arugula</li> <li>beet greens</li> <li>bok choy</li> <li>broccoli</li> <li>broccoli rabe (rapini)</li> <li>broccolini</li> <li>butterhead lettuce (Boston, bibb)</li> <li>cabbage, Chinese or celery</li> <li>chicory</li> <li>cilantro</li> <li>collard greens</li> <li>endive</li> <li>escarole</li> <li>fiddle heads</li> <li>grape leaves</li> <li>kale</li> <li>mesclun</li> <li>mustard greens</li> <li>parsley</li> <li>spinach</li> <li>Swiss chard</li> <li>red leaf lettuce</li> <li>romaine lettuce</li> <li>turnip greens</li> <li>watercress</li> </ul>		<ul style="list-style-type: none"> <li>carrots</li> <li>chili peppers (red)</li> <li>orange peppers</li> <li>pimientos</li> <li>pumpkin</li> <li>red peppers</li> <li>salsa (all vegetables)</li> <li>sweet potatoes/yams</li> <li>tomatoes</li> <li>tomato juice</li> <li>winter squash (acorn, butternut, Hubbard)</li> </ul>	<ul style="list-style-type: none"> <li>black beans</li> <li>black-eyed peas (mature, dry)</li> <li>cowpeas</li> <li>fava beans</li> <li>garbanzo beans (chickpeas)</li> <li>Great Northern beans</li> <li>kidney beans</li> <li>lentils</li> <li>lima beans, mature</li> <li>mung beans</li> <li>navy beans</li> <li>pink beans</li> <li>pinto beans</li> <li>red beans</li> <li>refried beans</li> <li>soy beans/edamame</li> <li>split peas</li> <li>white beans</li> </ul>	<p>* Does not include green peas, green lima beans and green (string) beans</p>
STARCHY fresh, frozen and canned		OTHER fresh, frozen and canned		
<ul style="list-style-type: none"> <li>black-eyed peas, fresh (not dry)</li> <li>corn</li> <li>cassava</li> <li>cowpeas, fresh (not dry)</li> <li>field peas, fresh (not dry)</li> <li>green banana</li> <li>green peas</li> <li>jacama</li> <li>lima beans, green (not dry)</li> <li>parsnips</li> <li>pigeon peas, fresh (not dry)</li> <li>plantains</li> <li>potatoes</li> <li>poi</li> <li>taro</li> <li>water chestnuts</li> </ul>		<ul style="list-style-type: none"> <li>artichokes</li> <li>asparagus</li> <li>avocado</li> <li>bamboo shoots</li> <li>bean sprouts (alfalfa, mung)</li> <li>beans, green and yellow</li> <li>beets</li> <li>Brussels sprouts</li> <li>cabbage, green and red</li> <li>cactus (nopales)</li> <li>cauliflower</li> <li>celeniac</li> <li>celery</li> <li>chayote (mirliton)</li> <li>chives</li> <li>cucumbers</li> <li>daikon (oriental radish)</li> </ul>	<ul style="list-style-type: none"> <li>eggplant</li> <li>fennel</li> <li>garlic</li> <li>horseradish</li> <li>iceberg lettuce</li> <li>kohlrabi</li> <li>leeks</li> <li>mushrooms</li> <li>okra</li> <li>olives</li> <li>onions</li> <li>peas in pod, e.g., snap</li> <li>peas, snow peas</li> <li>pepperoncini</li> <li>peppers (green sweet bell, green chilies, purple, yellow)</li> </ul>	<ul style="list-style-type: none"> <li>pickles (cucumber)</li> <li>radishes</li> <li>rhubarb</li> <li>shallots</li> <li>sauerkraut</li> <li>snap peas</li> <li>snow peas</li> <li>spaghetti squash</li> <li>tomatillo</li> <li>turnips</li> <li>wax beans</li> <li>yellow summer squash</li> <li>zucchini squash</li> </ul>





# Lunch – Milk Component

K-5	6-8	K-8	9-12
Daily – 1 cup Weekly – 5 cups	Daily – 1 cup Weekly – 5 cups	Daily – 1 cup Weekly – 5 cups	Daily – 1 cup Weekly – 5 cups

Milk may be fat-free or 1%:

*\*\* fat-free or 1% lactose-free & reduced-lactose fluid milk may also be offered*

At least 2 choices of milk must be offered

- One of those must be unflavored
- Flavored milk must contain no more than 10 grams of added sugars per 8 fluid ounces



# Lunch – Dietary Specifications

*Standards for calories, sodium, and saturated fat are based on averages for the week*

	K-5	6-8	9-12	K-8
Calories (kcal)	550-650	600-700	750-850	600-650
Saturated Fat (% of total kcal)	<10	<10	<10	<10
Added Sugars (% of total kcal)	<10	<10	<10	<10
Sodium (mg)				
➤ SY 25-26 & 26-27	≤ 1,110	≤ 1,225	≤ 1,280	≤ 1,110
➤ Starting SY 27-28	≤ 935	≤ 1,035	≤ 1,080	≤ 935

Trans Fat - Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving

**WANT TO  
LEARN  
MORE**



Attend the School Lunch Meal Pattern Session

- Tuesday → 9:30 am - 10:20 am

# Test your knowledge



# **Mission 2:**

## **Build Your Menus**



# Building your menus

- Use the meal pattern charts as your guide
- Use past production records/meal count records
- Incorporate grade level choices in all menu planning
- Evaluate meals for variety as a key principle
  - Look at other schools' menus and/or restaurants for inspiration
- Need nutrition documentation to determine how food items credit towards the meal pattern

# IMPORTANT

## You will need the following to determine how foods credit:

- Child Nutrition (CN) Labels **OR** Product Formulation Statements (PFS) for all processed foods
- USDA Foods Product Information Sheets (Commodities)
- Standardized Recipes
  - Food Buying Guide
- Nutrition Fact Labels including ingredient list
- Exhibit A Grain Requirements Weight Chart

# Examples

**GENERAL MILLS**

**Formulation Statement for Documenting Grains in School Meals**  
Required Beginning SY 2013-2014  
(Crediting Standards Based on Grams of Creditable Grains)

School Food Authorities (SFAs) should include a copy of the label from the purchased product package in addition to the following information on the label signed by an official company representative. Grain products may be credited based on previous standards through SY 2012-2013. The new crediting standards for grains (as outlined in Policy Memorandum SP 30-2012) must be used beginning SY 2013-2014. SFAs have the option to choose the crediting method that best fits the specific needs of the menu planner.

Product Name: Pillsbury Mini Waffles Blueberry Bash Code No.: 18000-32264

Manufacturer: General Mills, Inc. Serving Size: 2.47 OZ (70g)  
(raw dough weight may be used to calculate creditable grain amount)

**I. Does the product meet the Whole Grain-Rich Criteria?** Yes X, No       
(Refer to SP 30-2012 Grain Requirements for the National School Lunch Program and School Breakfast Program.)

**II. Does the product contain non-creditable grains?** Yes     , No X. How many grams:  
(Products with more than 0.24 oz equivalent or 3.99 grams for Groups A-G or 6.99 grams for Group H of non-creditable grains may not credit towards the grain requirements for school meals.)

**III. Use Policy Memorandum SP 30-2012 Grain Requirements for the National School Lunch Program and School Breakfast Program: Exhibit A to determine if the product fits into**  
Group A-G, Group H or Group I. (Different methodologies are applied to calculate servings of grain component based on creditable grains. Groups A-G use the standard of 16 grams creditable grains per oz eq; Group H uses the standard of 26 grams creditable grains per oz eq; and Group I is reported by volume or weight.)  
Indicate to which Exhibit A Group (A-I) the Product Belongs: C

Description of Creditable Grain Ingredient*	Grams of Creditable Grain Ingredient per Portion†	Gram Standard of Creditable Grain per oz equivalent (16g or 26g)‡	Creditable Amount
A	B		A ÷ B
Whole Wheat Flour, Enriched Flour Bleached, Ground Whole Grain Corn Flour	34g	16g	34g ÷ 16g = 2.12
<b>Total Creditable Amount§</b>			<b>2.00</b>

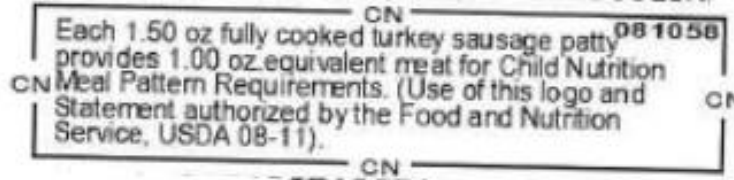
\*Creditable grains are whole-grain meal/flour and enriched meal/flour.  
(Serving size) X (% of creditable grain in formula). Please be aware serving size other than grams must be converted to grams.  
†Standard grams of creditable grains from the corresponding Group in Exhibit A.  
‡Total Creditable Amount must be rounded down to the nearest quarter (0.25) oz eq. Do not round up.  
§Total weight (per portion) of product as purchased 2.47 OZ (70g)  
Total contribution of product (per portion) 2.00 oz equivalent

I certify that the above information is true and correct and that a 70g/2.47 ounce portion of this product (ready for serving) provides 2.00 oz equivalent Grains. I further certify that non-creditable grains are not above 0.24 oz eq. per portion. Products with more than 0.24 oz equivalent or 3.99 grams for Groups A-G or 6.99 grams for Group H of non-creditable grains may not credit towards the grain requirements for school meals.

Officer Name: \_\_\_\_\_  
Ash-Tam Pham, MPH, RD  
Labeling and Regulatory Compliance Specialist, K12 Education  
February 23, 2018

## List of Ingredients

INGREDIENTS: WHOLE WHEAT FLOUR, WATER, SUGAR, VITAL WHEAT GLUTEN, CONTAINS 2% OR LESS OF: SALT, YEAST, PRESERVATIVES (SORBIC ACID, CALCIUM PROPIONATE), MONO AND DIGLYCERIDES, SOYBEAN OIL, DOUGH CONDITIONERS (CALCIUM SULFATE, L-CYSTEINE), ENZYME (WHEAT GLUTEN) AND XANTHAN GUM.



## Nutrition Facts

Serving Size: 1 EA	
Servings Per Container: 72	
Amount per Serving	
Calories: 140	Calories from Fat: 10
% Daily Value*	
Total Fat: 1 g	2%
Saturated Fat: 0 g	0%
Trans Fat: 0 g	
Cholesterol: 0 mg	0%
Sodium: 160 mg	8%
Total Carbohydrate: 29 g	10%
Dietary Fiber: 4 g	16%
Sugars: 5 g	
Protein: 6 g	
Vitamin A: 0 %	Vitamin C: 0%
Calcium: 4 %	Iron: 10%

\*Percent Daily Values are based on a 2000 calorie diet. Your daily values may be higher or lower depending on your calorie needs.



United States Department of Agriculture  
What's Cooking? USDA Mixing Bowl

USDA is an equal opportunity provider, employer, and lender.

## Sloppy Joe on a Roll - USDA Recipe for

Makes: 25 or 50 Servings

Our Sloppy Joe on a Roll features a truly delectable combination of lean ground turkey and lean ground beef cooked in a flavorful tomato sauce featuring green onions and spices. All this nutritious deliciousness is served on a whole grain roll.





# Child Nutrition (CN) Labels

- Tells us how a food item contributes to the meal pattern (main entrée, combination food items)
  - Not needed for fruit, vegetables, milk
- Voluntary by the manufacturer
- USDA analyzes product/food item & creates the CN Label
- Generally, not found at retail outlets
- Most of the big distributors carry CN labeled products
  - Speak to your distributor about these products

## CN Label:

- 1 patty (2.5 oz)  
= 2 M/MA



MEI-1490

## Flamebroiled Beef Patties

Made With Applesauce-Caramel Color Added

INGREDIENTS: Ground Beef (Not More Than 20% Fat), Water, Vegetable Protein Product [Soy Protein Concentrate, Zinc Oxide, Niacinamide, Ferrous Sulfate, Copper Gluconate, Vitamin A Palmitate, Calcium Pantothenate, Thiamine Mononitrate (B1), Pyridoxine Hydrochloride (B6), Riboflavin (B2), Cyanocobalamin (B12), (May Contain Caramel Color), (May Contain Soy Lecithin)], Unsweetened Applesauce [Apples, Water, Erythorbic Acid], Salt, Sodium Phosphate, Caramel Color.

CONTAINS: Soy

070293  
One 2.50 oz Fully Cooked Flamebroiled Beef Patty Provides 2.00 oz Equivalent Meat/Meat  
Alternate For Child Nutrition Meal Pattern Requirements. (Use Of This Logo and Statement  
Authorized By The Food and Nutrition Service, USDA 07-07).  
CN CN

**Fully Cooked  
Keep Frozen**

**200 Portions**

**CN 155-425-20**



00880760041662

0707

# Product Formulation Statements (PFS)

- Product formulation statements are like a CN label because they analyze the product
- Provided by manufacturer NOT USDA
- Gives you a breakdown for how much M/MA and/or Grain is in the food item
- For grain items, indicates if an item meets the WGR

# PFS:

- 4 pieces/strips
- G/B equiv.
  - 0.75 eq
  - Notice not WGR
- On letterhead signed



Brakebush Brothers, Inc.  
N4993 6th Drive, Westfield, WI 53964-9511  
Corporate Office 800-933-2121  
www.brakebush.com

## Product Formulation Statement (Product Analysis) for Documenting Grains in School Meals Required Beginning SY 2013-2014 (Crediting Standards Based on Grams of Creditable Grains)

Product Code 5635  
Product Name Gold'N'Spice®Chik'N Fry Stix™ Fully Cooked Branded Chicken Breast Strips  
Portion Size 4 pieces  
Portion Weight 3.440 oz

I. Does the product meet the Whole Grain-Rich Criteria:        Yes   x   No  
(Refer to SP 30-2012 Grain Requirements for the National School Lunch Program and School Breakfast Program.)

II. Does the product contain non- creditable grains:   x   Yes        No 0.14 grams  
(Products with more than 0.24 oz equivalent or 3.99 grams for Groups A-G or 6.99 grams for Group H of non-creditable grains may not credit towards the grain requirements for school meals.)

III. According to Policy Memorandum SP 30-2012 Grain Requirements for the National School Lunch Program and School Breakfast Program: Exhibit A, the above-listed product belongs to Group A

Description of Creditable Grain Ingredient*	Grams of Creditable Grain Ingredient per Portion <sup>1</sup> A	Gram Standard of Creditable Grain per oz equivalent (16g or 28g) <sup>2</sup> B	Creditable Amount A ÷ B
Enriched Bleached Wheat and Enriched Durum Flours	15.0568	16	0.9410
		16	0
		16	0
			0.9410
Total Creditable Amount <sup>3</sup>			0.75

\*Creditable grains are whole-grain meal/flour and enriched meal/flour.

<sup>1</sup> (Serving size) X (% of creditable grain in formula). Please be aware that serving sizes other than grams must be converted to grams.

<sup>2</sup> Standard grams of creditable grains from the corresponding Group in Exhibit A.

<sup>3</sup> Total Creditable Amount must be rounded down to the nearest quarter (0.25) oz eq. Do not round up.

Total weight (per portion) of product as purchased 3.440 oz <----- Serving  
Total contribution of product (per portion) 0.75 oz <----- oz eq

I certify that the above information is true and correct and that a serving of the above product (ready for serving) contains the above-listed equivalent grains.

I further certify that non-creditable grains are not above 0.24 oz eq. per portion. Products with more than 0.24 oz equivalent or 3.99 grams for Groups A-G or 6.99 grams for Group H of non-creditable grains may not credit towards the grain requirements for school meals.

\_\_\_\_\_  
Signature

Jon Brakebush, Vice President - Research & Development  
800-296-2121  
\_\_\_\_\_  
Printed Name, Title, and Phone Number

11/2/2022  
\_\_\_\_\_  
Date



Brakebush Brothers, Inc.  
N4993 6th Drive, Westfield, WI 53964-9511  
Corporate Office 800-933-2121  
www.brakebush.com

### Product Formulation Statement (Product Analysis) for Meat/Meat Alternate (M/MA) Products

Child Nutrition Program operators should include a copy of the label from the purchased product carton in addition to the following information on letterhead signed by an official company representative.

Product Code 5635  
Product Name Gold'N'Spice® Chik'N'Fry Stix™ Fully Cooked Breaded Chicken Breast Strips  
Portion Size 4 pieces  
Portion Weight 3.440 oz

#### I. Meat/Meat Alternate

Please fill out the chart below to determine the creditable amount of Meat/Meat Alternate

Description of Creditable Ingredients per Food Buying	Ounces per Raw Portion of Creditable Ingredient	Multiply	FBG Yield/ Servings Per Unit	Creditable Amount *
Chicken, Boneless, fresh or frozen	2.0675	X	0.70	1.447
		X		0.000
A. Total Creditable M/MA Amount <sup>1</sup>				1.447

\*Creditable Amount - Multiply ounces per raw portion of creditable ingredient by the FBG Yield Information.

#### II. Alternate Protein Product (APP)

If the product contains APP, please fill out the chart below to determine the creditable amount of APP. If APP is used, you must provide documentation as described in Attachment A for each APP used.

Description of APP, manufacture's name, and code number	Ounces Dry APP Per Portion	Multiply	% of Protein As-Is*	Divide by 18**	Creditable Amount APP***
Isolated Soy Protein Solae Supro™516	0.1399	X	86.00%	÷ by 18	0.669
		X		÷ by 18	0.000
B. Total Creditable APP Amount <sup>1</sup>					0.669
C. TOTAL CREDITABLE AMOUNT (A + B rounded down to nearest ¼ oz)					2.000

\*Percent of Protein As-Is is provided on the attached APP documentation.

\*\*18 is the percent of protein when fully hydrated.

\*\*\*Creditable amount of APP equals ounces of Dry APP multiplied by the percent of protein as-is divided by 18.

<sup>1</sup>Total Creditable Amount must be rounded down to the nearest 0.25oz (1.49 would round down to 1.25 oz meat equivalent). Do not round up. If you are crediting M/MA and APP, you do not need to round down in box A (Total Creditable M/MA Amount) until after you have added the Total Creditable APP Amount from box B to box C.

Total weight (per portion) of product as purchased 3.440 oz <----- Serving  
Total creditable amount of product (per portion) 2.000 oz <----- M/MA  
(Reminder: Total creditable amount cannot count for more than the total weight of product.)

I certify that the above information is true and correct and that a serving of the above product (ready for serving) contains the above-listed equivalent meat/meat alternate when prepared according to directions.

I further certify that any APP used in the product conforms to the Food and Nutrition Service Regulations (7 CFR Parts 210, 220, 225, 226, Appendix A) as demonstrated by the attached supplier documentation.

  
Signature

Jon Brakebush, Vice President - Research & Development  
800-296-2121  
Printed Name, Title, and Phone Number

10/27/2022  
Date

PFS:

- 4 pieces/strips
- M/MA equiv.
  - 2oz eq
- On letterhead signed

# USDA Fact Sheet

UNITED STATES DEPARTMENT OF AGRICULTURE

## USDA Foods Product Information Sheet

For Child Nutrition Programs



**110554—Turkey, Deli Breast, Sliced**

**Category:** Meat/Meat Alternate



### PRODUCT DESCRIPTION

This item is fully cooked deli-style turkey produced from formed turkey breast meat. This product contains thinly sliced deli meat in a shingle layered package. This item is shipped frozen in cases containing eight 5-pound packages.

### CREDITING/YIELD

- One case of turkey deli breast provides approximately 448 1.43-ounce portions.
- CN Crediting: Approximately 1.43 ounces of turkey deli breast credit as 1 ounce equivalent meat/meat alternate. Confirm individual item crediting by using the CN Label or the product formulation statement.

### CULINARY TIPS AND RECIPES

- Turkey deli breast can be used in sandwiches made with whole grain-rich bread and topped with a variety of healthy ingredients such as lettuce, tomato, avocado, and onions.
- Pre-sliced turkey deli breast is a great addition to a school deli bar.
- For more culinary techniques and recipe ideas, visit the [Institute of Child Nutrition](#) or USDA's [Team Nutrition](#).

### FOOD SAFETY INFORMATION

- For more information on safe storage and cooking temperatures, and safe handling practices please refer to: [Developing a School Food Safety Program Based on the Process Approach to HACCP Principles](#).

### NUTRITION FACTS

Serving size: 1.43 ounces (40 g)/1 MMA turkey breast

#### Amount Per Serving

Calories 43

Total Fat 1g

Saturated Fat 0g

Trans Fat 0g

Cholesterol 18mg

Sodium 214mg

Total Carbohydrate 1g

Dietary Fiber 0g

Sugars 0g

Protein 8g

Source: USDA Foods Vendor Labels

**Allergen Information:** The specification for this product requires that no gluten-containing ingredients or soy is used in the formulation. Please be sure to verify this information using the allergen statement on the product packaging upon receipt. For more information, please contact the product manufacturer directly.

Nutrient values in this section are from the USDA National Nutrient Database for Standard Reference or are representative values from USDA Foods vendor labels. Please refer to the product's Nutrition Facts label or ingredient list for product-specific information.



# Let's Talk Turkey...

## And Other Deli

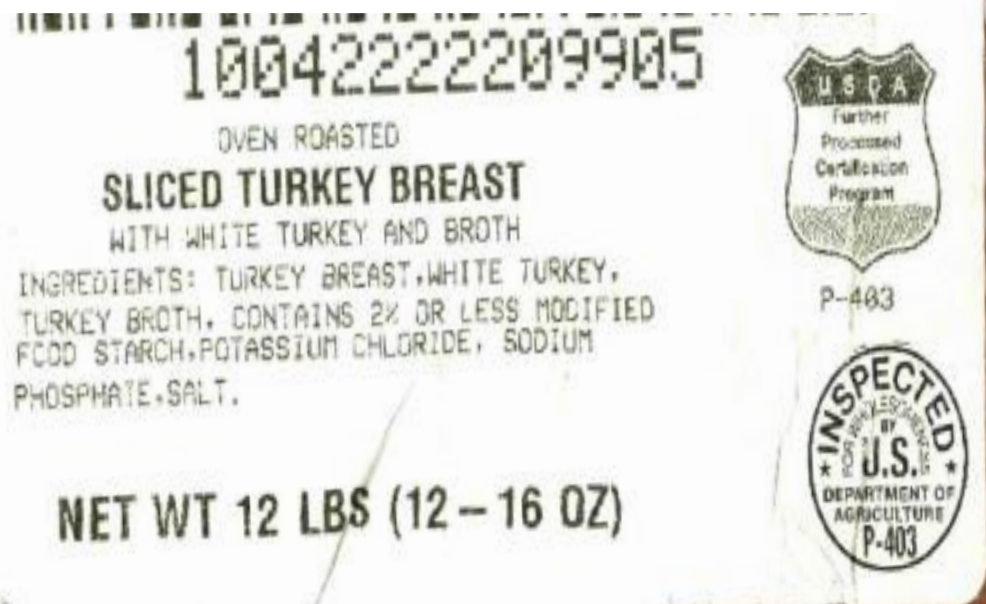
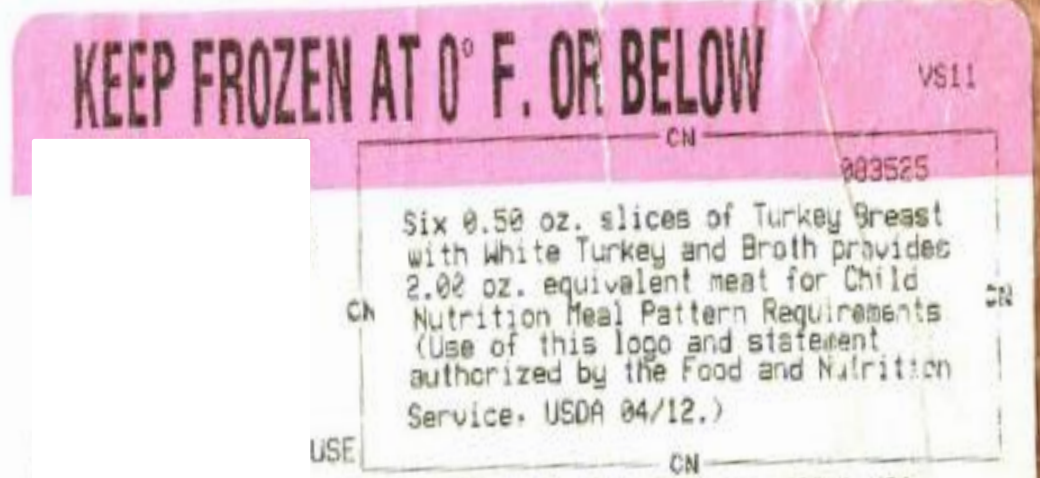
### Meats!

#### CN Label

3 oz (6 slices) = 2 m/ma

If commodity, it **MAY** be on the box.

- cut from the product package
- photocopy the CN label from the box




# Documentation from your Distributor

- Cannot be used for crediting
- Must come from the MFR
- Can only be used for the ingredients listing to determine WGR

Product Information (Close this Window to continue...)		Print This Page
477080 - 720/.67 TYS CHICK CHUNK WG CN		
UPC: 000-23700-07534-7		
<b>Sales/Marketing</b>	<b>Packaging</b>	<b>Preparation</b>
Fully cooked chicken chunks with whole grain breading. Heat in the oven. USDA CN label.	Keep frozen. Approximate frozen shelf life 270 days.	Heat from frozen. Heat to an internal temperature of 165F, do not over heat. Place on lined/lightly sprayed sheet pans. Convection oven; preheat to 375F, heat approximately 6-8 minutes. Conventional oven; preheat to 400F, heat approximately 8-10 minutes.

Ingredients	Nutrition Facts	
CHICKEN, WATER, TEXTURED SOY PROTEIN CONCENTRATE, ISOLATED SOY PROTEIN WITH LESS THAN 2% SOY LECITHIN, SEASONING [CORN SYRUP SOLIDS, BROWN SUGAR, DEXTROSE, SALT, VINEGAR POWDER (MALTODEXTRIN, MODIFIED CORN STARCH, DRIED VINEGAR), GARLIC POWDER, ONION POWDER, CHICKEN TYPE FLAVOR (HYDROLYZED CORN GLUTEN, AUTOLYZED YEAST EXTRACT, SUNFLOWER OIL, DISODIUM INOSINATE, DISODIUM GUANYLATE)], SODIUM ACID PYROPHOSPHATE, BREADED WITH: WHOLE WHEAT FLOUR, ENRICHED BLEACHED WHEAT FLOUR (ENRICHED WITH NIACIN, REDUCED IRON, THIAMINE MONONITRATE, RIBOFLAVIN, FOLIC ACID), WATER, MODIFIED WHEAT STARCH, SALT, SOYBEAN OIL, SPICE, YELLOW CORN FLOUR, PAPRIKA, LEAVENING (SODIUM ACID PYROPHOSPHATE, SODIUM BICARBONATE, MONOCALCIUM PHOSPHATE), GARLIC POWDER, NATURAL FLAVOR, EXTRACTIVES OF TURMERIC, FUMARIC ACID, BREADING SET IN VEGETABLE OIL.	<b>Serving Size</b> 5ea(84g,3oz) <b>Servings Per Case</b> 144.00 <b>Amount Per Serving</b> <b>Calories</b> 180.0 Fat Calories 72.0 <b>Total Fat</b> 8.0g 12% Saturated Fat 1.5g 8% Polyunsaturated Fat 3.5g Monounsaturated Fat 2.5g <b>Cholesterol</b> 20.0mg 7% <b>Sodium</b> 450.0mg 19% <b>Total Carbohydrates</b> 14.0g 5% Dietary Fiber 2.0g 8% Sugars 1.0g 0% <b>Protein</b> 13.0g 26% <b>Calcium</b> 40.0mg 4% <b>Iron</b> 1.8mg 10% <small>* Percent Daily Values are based on a 2,000 calorie diet. Your daily values may be higher or lower depending on your calorie needs.</small>	
		<b>School Equivalents</b> Serving Size 5ea(84g,3oz) Meat/Meat Alternatives 2 Fruit/Vegetables Grain/Bread 1 Milk Child Nutrition* USDA <small>*Key: USDA=Item has USDA CN label            BG=Item is in the USDA Buyers Guide for Child Nutrition Program            PFS=Manufacturer has provided a Product Formulation Statement</small>



# Standardized Recipes

- Are required for anything made in-house with 2 or more ingredients combined
  - Examples:
    - Casseroles
    - Pizza
    - Sandwiches/Wraps (Deli, PBJ, Grilled Cheese)
    - Packaged Salads
- Provides consistent quality & yield every time when the exact procedures, equipment & ingredients are used



# Benefits of a Standardized Recipe

Consistent  
Quality

Predictable  
Yield

Customer  
Satisfaction

Consistent  
Nutrient  
Content

Food Cost  
Control

Efficient  
Purchasing

Inventory  
Control

Labor  
Cost  
Control


Successful  
SNP  
Reviews

Increased  
Staff  
Confidence

# Components of a Standardized Recipe

Recipe Name	{	The name on the recipe & on the menu
Yield	{	The number of servings/portions the recipe makes
Portion Size	{	The amount or size of an individual serving
Ingredients & Quantity	{	List each ingredient & the measured weight/ volume
Preparation Procedures	{	The step-by-step directions to make the recipe
Cooking Temps & Time	{	List time/temp for prep/holding/cooking (critical control points)
Crediting Info	{	List how much the recipe contributes to the meal pattern

# Sample Standardized Recipe



## Bean Burrito Bowl USDA Recipe Schools

Our Bean Burrito Bowl combines pinto beans, green onion, cilantro, and spices, served with rice and cheese.

**NSLP/SBP CREDITING INFORMATION**  
1 burrito bowl provides

Legume as Meat Alternate: 1.5 oz equivalent meat alternate,  $\frac{2}{3}$  cup red/orange vegetable,  $\frac{1}{4}$  cup other vegetable,  $\frac{1}{4}$  cup additional vegetable, and 1 oz equivalent grains.

OR

Legume as Vegetable: 0.5 oz equivalent meat alternate,  $\frac{1}{4}$  cup

INGREDIENTS	50 SERVINGS		100 SERVINGS		DIRECTIONS
	Weight	Measure	Weight	Measure	
Pinto beans, canned, low-sodium, drained, rinsed OR Pinto beans, dry, cooked	11 lb	1 gal 2 qt (2 $\frac{1}{2}$ No. 10 cans)	22 lb	3 gal (5 No. 10 cans)	<p><b>1</b> Combine beans, onions, garlic powder, cumin, paprika, and tomato paste in a medium saucepan. Heat over medium heat uncovered, stirring occasionally.</p> <p><b>2</b> Critical Control Point: Heat to 135 °F or higher for 15 seconds.</p> <p><b>3</b> Critical Control Point: Hold for hot service.</p> <p><b>4</b> Set aside for step 13.</p>
*Onions, fresh, chopped	6 oz	1 cup 3 Tbsp 1 tsp	12 oz	2 $\frac{1}{4}$ cups 2 Tbsp 2 tsp	
Garlic powder		1 Tbsp		1 Tbsp 1 tsp	
Black pepper, ground		2 tsp 3 Tbsp		1 Tbsp 1 tsp $\frac{1}{4}$ cup	
Chili powder				2 Tbsp	

### CREDITING INFORMATION

**NSLP/SBP CREDITING INFORMATION**  
1 burrito bowl provides

Legume as Meat Alternate: 1.5 oz equivalent meat alternate,  $\frac{2}{3}$  cup red/orange vegetable,  $\frac{1}{4}$  cup other vegetable,  $\frac{1}{4}$  cup additional vegetable, and 1 oz equivalent grains.

OR

Legume as Vegetable: 0.5 oz equivalent meat alternate,  $\frac{1}{4}$  cup

### CRITICAL CONTROL POINTS

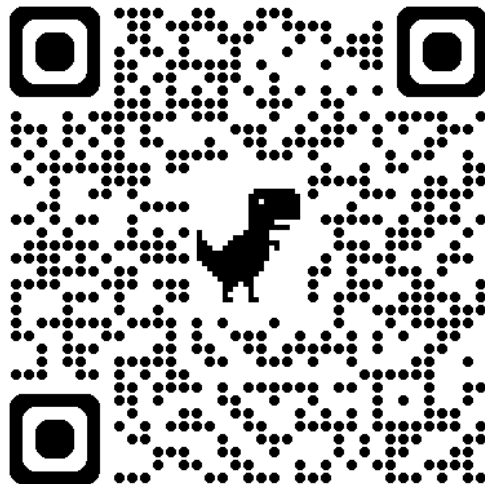
**2** Critical Control Point:  
Heat to 135 °F or higher for 15 seconds.

**3** Critical Control Point:  
Hold for hot service at 135 °F.

# Standardized Recipe Resource

## Child Nutrition Recipe Box

Your resource for **USDA Standardized Recipes** for Child Nutrition Programs





**How do you know how a recipe credits?  
(i.e., in-house, recipe from another school, website,  
mosaic, distributor, etc.)**





## Food Buying Guide for Child Nutrition Programs

U.S. DEPARTMENT OF AGRICULTURE

### Food Buying Guide for Child Nutrition Programs Interactive Web-Based Tool

The interactive Food Buying Guide allows for easy searching, navigating, and displaying of content. In addition, users can compare yield information, create a favorite foods list, and access tools, such as:

- FBG Calculator
- Exhibit A Grains Tool
- Download Food Buying Guide
- Recipe Analysis Workbook (RAW), and
- Product Formulation Statement (PFS) Workbook.

Create a profile in order to save the following: food items in your Favorites list, shopping lists created by the FBG Calculator, analyzed recipes using the RAW, and Product Formulation Statements.

# USDA Food Buying Guide

- The Food Buying Guide (FBG) includes a comprehensive list of food items that are eligible for Child Nutrition Programs (CNP).
- It provides detailed information on portion sizes, purchase quantities, and how each food item contributes to the overall meal pattern requirements.
- It includes over 2,100 food items, covering various categories such as meat, vegetables, fruits, grains, milk, and other foods.



# USDA Food Buying Guide

- Published in 1947 and updated as needed!
- Available in multiple formats:
  - Interactive Web based tool
    - Navigate to: <https://foodbuyingguide.fns.usda.gov/>
    - Create an account (eAuth) or log in as a guest.
  - Mobile App
    - Download Food Buying Guide for CNP
      - App Store: iPhone or iPad
      - Google Play for Android platforms
  - Downloadable Print Based Tool-PDF Version
    - Navigate to:  
<https://foodbuyingguide.fns.usda.gov/Appendix/DownloadFBG>
- All versions provide the same information.

# Spaghetti & Meat Sauce-USDA

INGREDIENTS	50 SERVINGS		100 SERVINGS		DIRECTIONS
	Weight	Measure	Weight	Measure	
Raw ground beef (no more than 15% fat)	5 lb 8 oz	2 qt 3 cups	11 lb	1 gal 1 qt 2 cups	<b>1</b> Brown ground beef and ground pork uncovered over medium high heat in a large stock pot. Stir often.
Raw ground pork (no more than 16% fat)	3 lb	1 qt 2 cups	6 lb	3 qt	
					<b>3</b> Drain meat. Return to stock pot.
*Fresh onions, chopped	5 oz	1 cup	10 oz	2 cups	<b>4</b> Add onions and bell peppers. Stir well. Simmer uncovered over low heat for 5 minutes.
*Fresh green bell peppers, diced	5 oz	1 cup	10 oz	2 cups	
Garlic powder		1 Tbsp 1½ tsp		3 Tbsp	<b>5</b> Add garlic powder, pepper, tomato purée, salt, broth, water, parsley, basil, oregano, marjoram, thyme, and carrots. Stir. Cover, simmer for 1 hour. Stir occasionally. <b>6</b> Critical Control Point: Heat to 165 °F or higher for at least 15 seconds.
Ground black pepper		1½ tsp		1 Tbsp	
Canned no-salt-added tomato puree	5 lb	3 qt (about 1 No. 10 can)	10 lb	1 gal 2 qt (about 2 No. 10 cans)	
Salt		1 Tbsp 1 tsp		2 Tbsp 2 tsp	
Canned low-sodium beef broth		1 qt		2 qt	
Water		2 cups		1 qt	
Dried parsley		¼ cup		½ cup	
Dried basil		2 Tbsp		¼ cup	<b>7</b> Set aside beef/pork mixture for step 10.
Dried oregano		2 Tbsp		¼ cup	
Dried marjoram		1 Tbsp		2 Tbsp	<b>9</b> Slowly add pasta. Stir constantly until water boils again. Cook about 8 minutes or until al dente. Stir occasionally. DO NOT OVERCOOK. Drain well.
Dried thyme		1½ tsp		1 Tbsp	
*Fresh carrots, shredded	1 lb 4 oz	1 qt 2 cups	2 lb 8 oz	3 qt	<b>11</b> Transfer to a steam table pan (12" x 20" x 4") lightly coated with pan-release spray. For 50 servings, use 2 pans. For 100 servings, use 4 pans.
Water		6 gal		12 gal	
Whole-wheat spaghetti noodles, dry, broken into thirds	3 lb 2 oz	2 qt 2 cups	6 lb 4 oz	1 gal 1 qt	<b>12</b> Critical Control Point: Hold for hot service at 135 °F or higher. <b>13</b> Portion with 8 fl oz spoodle (1 cup).

# Standardized Recipe Activity

## How to calculate the contributions for Spaghetti with Meat Sauce recipe



# Ingredients

- Beef, Fine Ground, 85/15, Raw, Frozen (USDA)
- Pasta, Spaghetti, Whole Wheat Blend (USDA)
- Spaghetti Sauce, Meatless, Low-Sodium, Canned, #10 (USDA)
- Notes:
  - Yield is 50 servings
  - Serving 9-12 Grade Group
  - Everything gets mixed prior to service

# Beef, Ground Frozen (Search)

Meal Component	Category / Subcategory	Food As Purchased (AP)	Purchase Unit	Servings per Purchase Unit, Edible Portion (EP)	Serving Size per Meal Contribution	Add to Compare	Add to Favorites
Meats/Meat Alternates	Beef and Beef Products BEEF, GROUND, fresh or frozen	<a href="#">Beef, Ground, fresh or frozen<sup>1,9</sup></a> no more than 20% fat, Includes USDA Foods, (Like IMPS #136) <a href="#">Footnote</a>	Pound	11.80	1 oz cooked lean meat	<a href="#">Add</a>	<a href="#">Add</a>
Meats/Meat Alternates	Beef and Beef Products BEEF, GROUND, fresh or frozen	<a href="#">Beef, Ground, fresh or frozen<sup>1,9</sup></a> no more than 20% fat, Includes USDA Foods, (Like IMPS #136) <a href="#">Footnote</a>	Pound	7.89	1-1/2 oz cooked lean meat	<a href="#">Add</a>	<a href="#">Add</a>
Meats/Meat Alternates	Beef and Beef Products BEEF, GROUND, fresh or frozen	<a href="#">Beef, Ground, fresh or frozen<sup>1,9</sup></a> no more than 15% fat, (Like IMPS #136) <a href="#">Footnote</a>	Pound	12.00	1 oz cooked lean meat	<a href="#">Add</a>	<a href="#">Add</a>
Meats/Meat Alternates	Beef and Beef Products BEEF, GROUND, fresh or frozen	<a href="#">Beef, Ground, fresh or frozen<sup>1,9</sup></a> no more than 15% fat, (Like IMPS #136) <a href="#">Footnote</a>	Pound	8.00	1-1/2 oz cooked lean meat	<a href="#">Add</a>	<a href="#">Add</a>

- 1 Pound = 16 oz.
- 12 serving per pound.
- Each serving of RAW BEEF weighs 1.34 oz.
- Meal Contribution= 1oz eq.

How much beef do we need in a recipe for 50 servings to equal 1.0 M/MA?

1.5 M/MA?

2.0 M/MA?

# STANDARDIZED RECIPE FORM

Recipe Title: Spaghetti and Meat Sauce  
 Serving Size: \_\_\_\_\_ CUP  
 Total Yield: 50 Servings

Recipe Number: E-018  
 Portion Utensil: \_\_\_\_\_

Source: Lincoln School District

Contribution per serving: M/MA \_\_\_\_\_ (oz); G/B \_\_\_\_\_ (oz eq); R/O Veg \_\_\_\_\_ (cup); DG Veg \_\_\_\_\_ (cup);  
 Beans/Peas/Lentils \_\_\_\_\_ (cup); Starchy Veg \_\_\_\_\_ (cup); Other Veg \_\_\_\_\_ (cup)

Ingredients	50 Servings		_____ Servings		Preparation Instructions
	Weight	Measure	Weight	Measure	
Raw ground beef (no more than 15% fat)	_____				1. Brown ground beef and ground pork uncovered over medium high heat in a large stock pot. Stir often. 2. 2 Critical Control Point: Heat to 165 °F or higher for at least 15 seconds. 3. 3 Drain meat. Return to stock pot. 4. Add Spaghetti Sauce to the pot and warm to 165 °F or higher for at least 15 seconds. 5. Set aside beef/sauce mixture. 6. Heat water to a rolling boil. 7. Slowly add pasta. Stir constantly until water boils again. Cook about 8 minutes or until al dente. Stir occasionally. DO NOT OVERCOOK. Drain well. 8. Combine pasta and beef/sauce mixture in stock pot. Stir. 9. Transfer to a steam table pan (12" x 20" x 4") lightly coated with pan-release spray. 10. For 50 servings, use 2 pans. 11. Critical Control Point: Hold for hot service at 135 °F or higher. 12. Portion with _____ spoodle (____ cup).
Spaghetti sauce, low sodium		_____			
Whole-wheat spaghetti noodles, dry, broken into thirds	_____				

# Sauce, Spaghetti (Search)

Meal Component	Category / Subcategory	Food As Purchased (AP)	Purchase Unit	Servings per Purchase Unit, Edible Portion (EP)	Serving Size per Meal Contribution
Vegetables	Red/Orange Vegetables TOMATO PRODUCTS	<a href="#">Tomato Products canned, Spaghetti Sauce, Meatless</a> Includes USDA Foods (Low sodium)	No. 10 Can (106 oz)	47.90	1/4 cup heated vegetable

## Pasta, Spaghetti (Search)

Grains	Pasta PASTA	<a href="#">Pasta (Group H)</a> Spaghetti, Whole Wheat, Regular, Dry	Pound	34.00	1/4 cup cooked, pieces (0.50 oz eq grains)	<a href="#">Add</a>	<a href="#">Add</a>
Grains	Pasta PASTA	<a href="#">Pasta (Group H)</a> Spaghetti, Whole Wheat, Regular, Dry	Pound	17.00	1/2 cup cooked, pieces (1.00 oz eq grains)	<a href="#">Add</a>	<a href="#">Add</a>
Grains	Pasta PASTA	<a href="#">Pasta (Group H)</a> Spaghetti, Whole Wheat, Regular, Dry	Pound	11.30	3/4 cup cooked, pieces (1.50 oz eq grains)	<a href="#">Add</a>	<a href="#">Add</a>

How much does a ¼ cup serving of Spaghetti Sauce weigh?

How much would you need in a 50 serving recipe?

How much pasta do you need for 50 servings?



# STANDARDIZED RECIPE FORM

Recipe Title: Spaghetti and Meat Sauce  
 Serving Size: 1 CUP  
 Total Yield: 50 Servings

Recipe Number: E-018 Source: Lincoln School District  
 Portion Utensil: 8 fl. oz Spoodle OR #4 Disher

Contribution per serving: M/MA 2 (oz); G/B 1 (oz eq); R/O Veg 3/8 (cup); DG Veg        (cup);  
 Beans/Peas/Lentils        (cup); Starchy Veg        (cup); Other Veg        (cup)

Ingredients	50 Servings		<u>      </u> Servings		Preparation Instructions
	Weight	Measure	Weight	Measure	
Raw ground beef (no more than 15% fat)	8 lb 8 oz	1 gal 1 cup			<ol style="list-style-type: none"> <li>1. Brown ground beef and ground pork uncovered over medium high heat in a large stock pot. Stir often.</li> <li>2. 2 Critical Control Point: Heat to 165 °F or higher for at least 15 seconds.</li> <li>3. 3 Drain meat. Return to stock pot.</li> <li>4. Add Spaghetti Sauce to the pot and warm to 165 °F or higher for at least 15 seconds.</li> <li>5. Set aside beef/sauce mixture.</li> <li>6. Heat water to a rolling boil.</li> <li>7. Slowly add pasta. Stir constantly until water boils again. Cook about 8 minutes or until al dente. Stir occasionally. DO NOT OVERCOOK. Drain well.</li> <li>8. Combine pasta and beef/sauce mixture in stock pot. Stir.</li> <li>9. Transfer to a steam table pan (12" x 20" x 4") lightly coated with pan-release spray.</li> <li>10. For 50 servings, use 2 pans.</li> <li>11. Critical Control Point: Hold for hot service at 135 °F or higher.</li> <li>12. Portion with 8 fl oz spoodle (1 cup).</li> </ol>
Spaghetti sauce, low sodium	13 lb 4 oz	2 #10 cans			
Whole-wheat spaghetti noodles, dry, broken into thirds	3 lb 2 oz	2 qt 2 cups			

# Nutrition Fact Label

Nutrition Facts	Per serving		Per 1 slice	
	% DV*		% DV*	
10 Servings Per Container				
Serving Size 2 slices (57g)				
Calories <b>140</b> per serving				
<b>70</b> per 1 slice				
<b>Total Fat</b>	1.5g	2%	1g	1%
Saturated Fat	0g	0%	0g	0%
Trans Fat	0g		0g	
Polyunsaturated Fat	0.5g		0g	
Monounsaturated Fat	0g		0g	
<b>Cholesterol</b>	0mg	0%	0mg	0%
Vitamin D	1.2mcg	6%	0.6mcg	2%
Calcium	300mg	25%	150mg	10%
Iron	1.4mg	8%	0.7mg	4%
Potassium	80mg	0%	35mg	0%
<b>Sodium</b>	290mg	13%	140mg	6%
<b>Total Carbohydrate</b>	26g	9%	13g	5%
Dietary Fiber	3g	11%	2g	7%
Total Sugars	3g		1g	
Incl. Added Sugars	2g	4%	1g	2%
<b>Protein</b>	5g		3g	
Thiamin	0.17mg	15%	0.08mg	8%
Riboflavin	0.11mg	8%	0.05mg	4%
Niacin	1.6mg	10%	0.8mg	4%
Folate DFE (folic acid)	70mcg (30mcg)	15%	35mcg (15mcg)	8%

\*The % Daily Value (DV) 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.



## Ingredients:

Enriched Bleach Flour [Wheat Flour, Malted Barley Flour, Niacin, Iron, Thiamin Mononitrate (Vitamin B1), Riboflavin (Vitamin B2), Folic Acid], Water, Whole Grain [Whole Wheat Flour, Brown Rice Flour (Rice Flour, Rice Bran Including Germ)], Sugar, Wheat Gluten, Yeast, Cellulose, Contains 2% or Less of Each of Following: Calcium Sulfate, Soybean Oil, Salt, Dough Conditioners (May Contain One or More of the Following: Mono- and Diglycerides, Ethoxylated Mono- and Diglycerides, Sodium Stearoyl Lactylate, Calcium Peroxide, DATEM, Ascorbic Acid, Azodicarbonamide, Enzymes), Guar Gum, Calcium Propionate (Preservative), Distilled Vinegar, Butter (Cream, Salt), Yeast Nutrients (Monocalcium Phosphate, Calcium Sulfate, Ammonium Sulfate and/or Calcium Carbonate), Corn Starch, Natural Flavor, Vitamin D3, Soy Lecithin, Soy Flour.

**Question:** Is this Whole Grain-Rich?

**Answer:** No

# Exhibit A Grain Chart

**A tool to use that determines how a grain credits by weight when a CN/PFS is not available**

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

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

Some of the following foods, or their accompaniments, may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

GROUP A	Ounce Equivalent (Oz Eq) for Group A	Minimum Serving Size for Group A
<ul style="list-style-type: none"> <li>Breading-Type Coating</li> <li>Bread Sticks (<i>hard</i>)</li> <li>Chow Mein Noodles</li> <li>Savory Crackers (<i>saltines and snack crackers</i>)</li> <li>Croutons</li> <li>Pretzels, (<i>hard</i>)</li> <li>Stuffing, (<i>dry</i>) Note: weights apply to bread in stuffing.</li> </ul>	1 oz eq = 22 gm or 0.8 oz ¼ oz eq = 17 gm or 0.6 oz ½ oz eq = 11 gm or 0.4 oz ¾ oz eq = 6 gm or 0.2 oz	1 serving = 20 gm or 0.7 oz ¼ serving = 15 gm or 0.5 oz ½ serving = 10 gm or 0.4 oz ¾ serving = 5 gm or 0.2 oz
GROUP B	Oz Eq for Group B	Minimum Serving Size for Group B
<ul style="list-style-type: none"> <li>Bagels</li> <li>Batter type Coating</li> <li>Biscuits</li> <li>Breads – all (i.e. <i>white, wheat, whole wheat, French, Italian</i>)</li> <li>Buns (<i>hamburger and hot dog</i>)</li> <li>Sweet Crackers<sup>5</sup> (<i>graham crackers – all shapes, animal crackers</i>)</li> <li>Egg Roll Skins</li> <li>English Muffins</li> <li>Pita Bread</li> <li>Pizza Crust</li> <li>Pretzels (<i>soft</i>)</li> <li>Rolls</li> <li>Tortillas</li> <li>Tortilla Chips</li> <li>Taco Shells</li> </ul>	1 oz eq = 28 gm or 1.0 oz ¼ oz eq = 21 gm or 0.75 oz ½ oz eq = 14 gm or 0.5 oz ¾ oz eq = 7 gm or 0.25 oz	1 serving = 25 gm or 0.9 oz ¼ serving = 19 gm or 0.7 oz ½ serving = 13 gm or 0.5 oz ¾ serving = 6 gm or 0.2 oz
GROUP C	Oz Eq for Group C	Minimum Serving Size for Group C
<ul style="list-style-type: none"> <li>Cookies<sup>3</sup> (<i>plain – includes vanilla wafers</i>)</li> <li>Cornbread</li> <li>Corn Muffins</li> <li>Croissants</li> <li>Pancakes</li> <li>Pie Crust (<i>dessert pies<sup>3</sup>, cobbler<sup>3</sup>, fruit turnover<sup>4</sup>, and meat/meat alternate pies</i>)</li> <li>Waffles</li> </ul>	1 oz eq = 34 gm or 1.2 oz ¼ oz eq = 26 gm or 0.9 oz ½ oz eq = 17 gm or 0.6 oz ¾ oz eq = 9 gm or 0.3 oz	1 serving = 31 gm or 1.1 oz ¼ serving = 23 gm or 0.8 oz ½ serving = 16 gm or 0.6 oz ¾ serving = 8 gm or 0.3 oz
GROUP D	Oz Eq for Group D	Minimum Serving Size for Group D
<ul style="list-style-type: none"> <li>Doughnuts<sup>4</sup> (<i>cake and yeast, raised, unfrosted</i>)</li> <li>Cereal bars, breakfast bars, granola bars<sup>4</sup> (<i>plain</i>)</li> <li>Muffins (<i>all, except corn</i>)</li> <li>Quick Breads</li> <li>Sweet Roll, Sticky Buns, Cinnamon Rolls, Danish Pastries, Caramel Rolls<sup>4</sup> (<i>unfrosted</i>)</li> <li>Toaster Pastry<sup>4</sup> (<i>unfrosted</i>)</li> </ul>	1 oz eq = 55 gm or 2.0 oz ¼ oz eq = 42 gm or 1.5 oz ½ oz eq = 28 gm or 1.0 oz ¾ oz eq = 14 gm or 0.5 oz	1 serving = 50 gm or 1.8 oz ¼ serving = 38 gm or 1.3 oz ½ serving = 25 gm or 0.9 oz ¾ serving = 13 gm or 0.5 oz

Effective October 1, 2017

This institution is an equal opportunity provider

Form updated July 18, 2018

GROUP E	Oz Eq for Group E	Minimum Serving Size for Group E
<ul style="list-style-type: none"> <li>Cereal bars, breakfast bars, granola bars<sup>4</sup> (<i>with nuts, dried fruit, and/or chocolate pieces</i>)</li> <li>Cookies<sup>3</sup> (<i>with nuts, raisins, chocolate pieces and/or fruit purees</i>)</li> <li>Doughnuts<sup>4</sup> (<i>cake and yeast raised, frosted or glazed</i>)</li> <li>French Toast</li> <li>Sweet Roll, Sticky Buns, Cinnamon Rolls, Danish Pastries, Caramel Rolls<sup>4</sup> (<i>frosted</i>)</li> <li>Toaster Pastry<sup>4</sup> (<i>frosted</i>)</li> </ul>	1 oz eq = 69 gm or 2.4 oz ¼ oz eq = 52 gm or 1.8 oz ½ oz eq = 35 gm or 1.2 oz ¾ oz eq = 18 gm or 0.6 oz	1 serving = 63 gm or 2.2 oz ¼ serving = 47 gm or 1.7 oz ½ serving = 31 gm or 1.1 oz ¾ serving = 16 gm or 0.6 oz
GROUP F	Oz Eq for Group F	Minimum Serving Size for Group F
<ul style="list-style-type: none"> <li>Cake<sup>3</sup> (<i>plain, unfrosted</i>)</li> <li>Coffee Cake<sup>4</sup></li> </ul>	1 oz eq = 82 gm or 2.9 oz ¼ oz eq = 62 gm or 2.2 oz ½ oz eq = 41 gm or 1.5 oz ¾ oz eq = 21 gm or 0.7 oz	1 serving = 75 gm or 2.7 oz ¼ serving = 56 gm or 2 oz ½ serving = 38 gm or 1.3 oz ¾ serving = 19 gm or 0.7 oz
GROUP G	Oz Eq for Group G	Minimum Serving Size for Group G
<ul style="list-style-type: none"> <li>Brownies<sup>3</sup> (<i>plain</i>)</li> <li>Cake<sup>3</sup> (<i>all varieties, frosted</i>)</li> </ul>	1 oz eq = 125 gm or 4.4 oz ¼ oz eq = 94 gm or 3.3 oz ½ oz eq = 63 gm or 2.2 oz ¾ oz eq = 32 gm or 1.1 oz	1 serving = 115 gm or 4 oz ¼ serving = 86 gm or 3 oz ½ serving = 58 gm or 2 oz ¾ serving = 29 gm or 1 oz
GROUP H	Oz Eq for Group H	Minimum Serving Size for Group H
<ul style="list-style-type: none"> <li>Cereal Grains (<i>barley, quinoa, etc.</i>)</li> <li>Breakfast Cereals (<i>cooked</i>)<sup>6,7</sup></li> <li>Bulgur or cracked wheat</li> <li>Corn Grits</li> <li>Macaroni (<i>all shapes</i>)</li> <li>Noodles (<i>all varieties</i>)</li> <li>Pasta (<i>all shapes</i>)</li> <li>Ravioli (<i>noodle only</i>)</li> <li>Rice</li> </ul>	1 oz eq = ½ cup cooked or 1 ounce (28 gm) dry	1 serving = ½ c cooked or 25 gm or 0.9 oz dry ¼ serving = ¼ c cooked or 19 gm or 0.7 oz dry ½ serving = ¼ c cooked or 13 gm or 0.5 oz dry ¾ serving = 2 T cooked or 6 gm or 0.2 oz dry
GROUP I	Oz Eq for Group I	Minimum Serving Size for Group I
<ul style="list-style-type: none"> <li>Ready to eat breakfast cereal (<i>cold, dry</i>)<sup>6,7</sup></li> </ul>	1 oz eq = 1 cup or 1 ounce for flakes and rounds 1 oz eq = 1.25 cups or 1 ounce for puffed cereal 1 oz eq = ¼ cup or 1 ounce for granola	1 serving = ¾ c or 1 oz, whichever is less ½ serving = ½ c or 0.5 oz, whichever is less

# Exhibit A Grain Weight Chart

## Step-by-Step directions:

---

- Step 1 → Must have a nutrition fact label
- Step 2 → Look at the Serving Size on the nutrition fact label. It will state the serving size in grams and/or ounces (i.e., weight of the product)
- Step 3 → Use the Exhibit A Grain Weight Chart to determine which “group” the product is listed under.
- Step 4 → Compare the calculated weight of your grain food item to the weight on the chart

# Let's Practice



Grains round down to the nearest 0.25

## WG Hamburger Bun

### Nutrition Facts

Serving size 1 Hamburger Bun (57g)

How to Calculate

- Hamburger Buns are located in **Group B**
- USDA 1 oz. eq. = 28 grams or 1oz
- Divide 57 grams by 28 grams
- **Answer** = 2.03 (**2 oz. eq.**)

## Pancakes

### NUTRITION FACTS

Serving Size: 3 pancakes (105 grams)

Servings Per Case: 48

How to Calculate

- Pancakes are located in **Group C**
- USDA 1 oz. eq. = 34 grams or 1.2oz
- Serving size is 3 pancakes (105 grams)
- Each pancake is 35 grams
- Divide 35 grams by 34 grams
- **Answer** = 1.02 (**1 oz eq/pancake**)

# Let's Practice

## WG Blueberry Muffin

### Nutrition Facts

**Serving size** **1 Muffin (51g)**

- Muffins are located in Group D
- USDA 1 oz. eq. = 55 grams or 2oz
- Divide 51 grams by 55 grams
- **Answer = 0.92 (0.75 oz eq.)**



## BEST PRACTICE

Obtain the  
CN/PFS as  
much as  
possible



The CN/PFS  
overrides the  
Exhibit A Grain  
Chart

10673 South Lee Hwy • McDonald, TN 37353



Phone (423) 396-3392 • Fax (423) 396-9604

### Product Formulation Statement for Documenting Grains in Child Nutrition Programs

(Crediting Standards Based on Grams of Creditable Grains (ounce equivalent))

Program operators should include a copy of the label from the purchased product package in addition to the following information on letterhead signed by an official company representative. Program operators have the option to choose the crediting method that fits their specific menu planning needs.

Product Name: Muffins, WG, Blueberry, IW Code No.: 1225

Manufacturer: Bake Crafters Serving Size: 1.80 oz  
(raw dough weight may be used to calculate creditable grains)

I. Does the product meet the whole grain-rich criteria? Yes ☒ No ☐

II. Does the product contain non-creditable grains? Yes ☐ No ☒ How many grams? <3.99  
(Products with more than 0.24 ounce equivalent (oz eq) or 3.99 grams (g) for Groups A-G or 6.99g for Groups H and I of non-creditable grains do not credit toward the grains requirement for school meals.)

III. Use Exhibit A: Grain Requirements for Child Nutrition Programs in the Food Buying Guide for Child Nutrition Programs (FBG) to determine if the product fits into Groups A-G (baked goods), Group H (cereal grains) or Group I (RTE breakfast cereals). (Different methodologies are applied to calculate the grains contribution based on creditable grains. Groups A-G use the standard of 16g creditable grains per oz eq; Groups H and I use the standard of 28g creditable grains per oz eq or volume.)

Indicate which Exhibit A Group (A-I) the product belongs: D

DESCRIPTION OF CREDITABLE GRAIN INGREDIENT <sup>1</sup>	GRAMS OF CREDITABLE GRAIN INGREDIENT PER PORTION <sup>1</sup>	GRAM STANDARD OF CREDITABLE GRAINS PER OZ EQ (16g or 28g) <sup>2</sup>	CREDITABLE AMOUNT
	A	B	A + B
Whole Grain	8.3	16	0.5188
Enriched Flour	7.8	16	0.4875
Total			1.0063
Total Creditable Amount <sup>3</sup>			1.0 oz eq

<sup>1</sup> Creditable grains vary by Program. See the FBG for specific Program requirements.

<sup>2</sup> (Serving size) X (% of creditable grains in formula); serving sizes other than grams must be converted to grams.

<sup>3</sup> Standard grams of creditable grains from the corresponding Group in Exhibit A.

<sup>3</sup> Total Creditable Amount must be rounded down to the nearest quarter (0.25) oz eq. Do not round up.

Total weight (per portion) of product as purchased 1.80 oz

Total contribution of product (per portion) 1.0 oz eq

I certify that the above information is true and correct and that a 1.80 ounce portion of this product (ready for serving) provides 1.0 oz eq grains. I further certify that non-creditable grains are not above 0.24 oz eq per portion. Products with more than 0.24 oz eq or 3.99g for Groups A-G or 6.99g for Groups H and I of non-creditable grains do not credit toward the grains requirement for school meals.

Violeta Kanarski  
Signature  
Violeta Kanarski, SNS  
Printed Name

Digitally signed by Violeta Kanarski  
Date: 2025.03.10 11:29:48 -0400

Nutritionist  
Title  
03/10/2025 (423) 396-3392  
Date Phone Number





# Use Cycle Menus

- A series of menus planned for a period (i.e., 4-6 weeks)
- Different each day during the cycle
- After serving the entire menu, the cycle is complete, and it repeats in the same order





# Cycle Menus



- 1) How many of you have a cycle menu?
- 2) For those that have a cycle menu, how many weeks is it?

# 5 REASONS

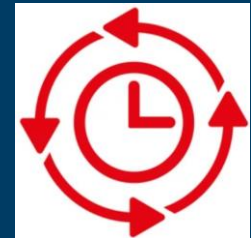
## Rock a Cycle Menu

### Controls **costs**



A menu rotation means you'll always know which products you need & how much

### **Improve** efficiency



When your team members repeat meals, the process becomes quicker over time

### Reduce Waste



Cycle build regular customers, so you can gauge how much to stock & prepare each time

### **Meet** regulations



With a regular list of entrees, saves on time gathering nutrition information (CN labels/PFS/Recipes)

### Makes **students** happy



Survey students to add variety, allow creativity & keep popular items in the mix to boost participation

# Tips for using Cycle Menus

Plan a different main dish for each day in the cycle, alternating between types of meats.

Vary the preparation methods to avoid overloading/overworking kitchen staff & equipment.

Include in-season foods.

Balance higher-cost foods with lower-cost foods in each week.

Include raw and cooked vegetables.

Include a variety of foods so children get a wide range of nutrients.

Try some new recipes along with the standard ones.

Remember that cycle menus can be adjusted to allow for holidays, unexpected leftovers, or seasonal produce.

Consider the arrival date and shelf life of fresh foods and store them properly to reduce waste.

Consider delivery times and storage capacities of freezers and refrigerators.

Think about the children's likes and dislikes.

Include different shapes, colors, textures, temperatures, and flavors for added appeal.

# Cycle Menu Quiz

# **Mission 3:**

## **Evaluate Your Menus**



# Menu Planning Tools

- USDA Certification Worksheets
- Approved Alternatives to the USDA Certification Worksheets
- ISBE Meal Planning Tool
  - Breakfast Planner
  - Lunch Planner

# Menu Planning Tools - USDA Certification Worksheets

## Certification of Compliance Worksheets: 5-Day Schedule

[HOME](#)

### Resource Type

[Training and Outreach](#)

[Worksheets](#)

### Related Content

[Certification of Compliance Worksheets:  
3-Day Schedule](#)

[Certification of Compliance Worksheets:  
4-Day Schedule](#)

[Certification of Compliance Worksheets:  
6-Day Schedule](#)

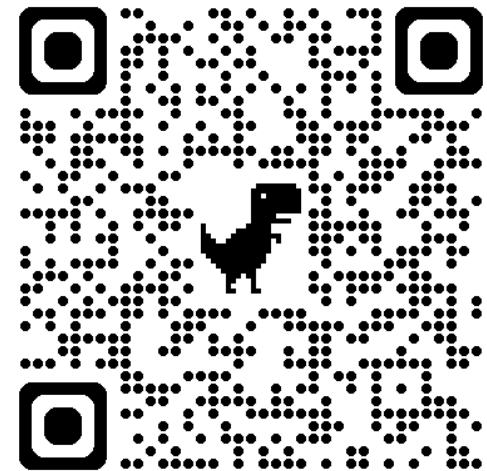
[Certification of Compliance Worksheets:  
7-Day Schedule](#)

### Breakfast Worksheets

- [Grades K-5](#)
- [Grades K-8](#)
- [Grades 6-8](#)
- [Grades 9-12](#)
- [Grades K-12](#)

### Lunch Worksheets

- [Grades K-5](#)
- [Grades K-8](#)
- [Grades 6-8](#)
- [Grades 9-12](#)





# Menu Planning Tools - USDA Certification Worksheets

SFA Name:

School District Name

6-8 Menu #:

Middle School - January 27-31, 2025

Enter each reimbursable lunch offered during the reference week and select or enter the quantity of each component.

Each reimbursable meal consists of all required food components: any grain/meat/meat alternates in a main dish and/or side dish, total amount of fruit offered with this meal, total amount of vegetables in a main dish and/or side dish, and amount of milk. The vegetable subgroups and types of milk will be recorded on a different tab.

[Click here to go the Food Buying Guide Calculator](#)

[Click here to go the Instructions](#)

[Click here to the Weekly Report](#)

1	2	3	3a	3b	4	4a	5	5a	6
Meal Name <small>Enter the name of each reimbursable meal as found on the weekly menu. Select the first blank if the component was not offered with the meal. ** DO NOT DELETE ROWS**</small>	Meat/Meat Alternate (oz equivalents)  Enter the total meat/meat alternate ounces offered with this meal	Grains (oz equivalents)  Enter the total grains ounce equivalents including whole grain rich and desserts offered with this meal			Fruit (cups) **NOTE: Enter the CREDITABLE amount of dried fruit  Select the number of cups of fruit including fruit juice offered with this meal		Vegetables (cups)  Select the number of cups of vegetables including vegetable juice offered with this meal		Fluid Milk (cups)  Enter the number of cups of fluid milk offered with this meal
			Of the grains offered with this meal, enter the number of ounce equivalents that are whole grain rich	Of the grains offered with this meal enter number of ounce equivalents that are grain based desserts	ONLY select the cups of fruit juice		ONLY select the cups of vegetable juice		
Example: Chicken nuggets w/ roll and honey sauce	2.00	2.50	2.00	0.50	1	1/2	1		1
1 Chicken Noodle Soup w/ WG Dinner Roll	1.00	1.50	1.00	0.00	1/2		1		1
2 Turkey/Cheese WG Flatbread	2.00	2.00	2.00	0.00	1/2		1		1
3 Taco meat, Macaroni/Cheese	2.00	1.00	0.00	0.00	1/2		1		1
4 Three Cheese WG Pretzel Sandwich	2.00	2.00	2.00	0.00	1/2		1		1
5 Hot Dog on WG Bun	2.00	2.00	2.00	0.00	1/2		1		1
6 Ham/Cheese WG Flatbread	2.00	2.00	2.00	0.00	1/2		1		1
7 WG Chicken Tenders, WG Dinner Roll	2.00	2.00	2.00	0.00	1/2		1		1
8 WG Crispy Chicken Caesar Salad w/ WG Dinner Roll	2.00	2.00	2.00	0.00	1/2		1		1
9 WG Popcorn Chicken w/ Brown Rice	2.00	2.00	2.00	0.00	1/2		1		1
10 WG Sunbutter/Jelly Sandwiches	2.00	2.00	2.00	0.00	1/2		1		1
11 WG Pizza	2.00	2.00	2.00	0.00	1/2		1		1
12									
13									
14									

All Meals

Optional VegBar

Monday

Tuesday

Wednesday

Thursday

Friday

Weekly Report

Nutrient Instructions

Simplified Nutrient Assessment

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All Meals Tab

# Menu Planning Tools - USDA Certification Worksheets

1. Meal Name <div>Select the reimbursable lunches offered for the day</div> <div>Note: You may not delete lines, if you want to clear a meal select the first blank in the drop down list</div>		2. Meat/Meat Alternate (M/MA)		3. Grains			4. Fruit			5. Vegetables			6. Milk		Milk Type Check the type of milk below if it is offered to students on Monday. All types of milk included.			
		M/MA oz equivalents	Daily M/MA Requirement Check 1 oz equivalents	a. Grains oz equivalents	Daily Grain Requirement Check 1 oz equivalents	b. Whole Grain Rich oz equivalents	c. Grain Based Dessert oz equivalents	a. Fruit cups	Daily Fruit Requirement Check 1/2 cup	b. Fruit Juice cups	a. Vegetables cups	Daily Vegetable Requirement Check 3/4 cup	b. Vegetable Juice cups	Milk cups	Daily Milk Requirement Check 1 cup	Skim/fat-free, unflavored	<input type="checkbox"/>	Yes
																Skim/fat-free, flavored	<input type="checkbox"/>	
																Low-fat (1% or less), unflavored	<input checked="" type="checkbox"/>	
Low-fat (1% or less), flavored	<input checked="" type="checkbox"/>																	
Reduced fat (2% fat) or whole, unflavored and flavored	<input type="checkbox"/>																	

1	<div>Chicken Noodle Soup w/ WG Dinner Roll</div>	1.00	Yes	1.50	Yes	1.00	0.00	1/2	Yes		1	Yes		1	Yes	Low-fat (1% or less), unflavored	<input checked="" type="checkbox"/>
2	<div>Turkey/Cheese WG Flatbread</div>	2.00	Yes	2.00	Yes	2.00	0.00	1/2	Yes		1	Yes		1	Yes	Low-fat (1% or less), flavored	<input checked="" type="checkbox"/>
3	<div>WG Pizza</div>	2.00	Yes	2.00	Yes	2.00	0.00	1/2	Yes		1	Yes		1	Yes	Reduced fat (2% fat) or whole, unflavored and flavored	<input type="checkbox"/>

Creditable Amount of Each Vegetable Subgroup Offered on Monday  
In the first drop down box, select the largest amount of each vegetable subgroup offered to a student, then in the drop down boxes below, select the name and amount of each vegetable offered in the subgroup.  
If you want to clear an entry, select the first blank in the drop down box.  
[Click here for help categorizing vegetables](#)  
For additional information on completing the data entry for the vegetable subgroup section, please refer to the Instructions tab.

Check this box if you offered the weekly vegetable bar on Monday with **NO CHANGES**: ☐

If you offered any vegetables in addition to the weekly vegetable bar, select the largest amount of the vegetable offered to a student and select the name of each vegetable under the appropriate subgroup.  
NOTE: If you offered a vegetable bar on Monday that differs from the weekly offerings, all offerings and quantities for each vegetable subgroup must be selected in the section below.

DARK GREEN vegetables offered on Monday	Quantity (cups)	Red/Orange vegetables offered on Monday	Quantity (cups)	Beans/Peas (legumes) offered on Monday	Quantity (cups)	Starchy vegetables offered on Monday	Quantity (cups)	Other vegetables offered on Monday	Quantity (cups)
Largest amount of dark green vegetables to select on Monday	<input type="text" value="1/4"/>	Largest amount of red/orange vegetables to select on Monday	<input type="text" value="1/2"/>	Largest amount of beans/peas to select on Monday	<input type="text" value=""/>	Largest amount of starchy vegetables to select on Monday	<input type="text" value=""/>	Largest amount of other vegetables to select on Monday	<input type="text" value="1/2"/>
Remember to enter CREDITABLE amounts of leafy greens!									
Romaine	<input type="text" value="1/4"/>	Tomatoes	<input type="text" value="1/2"/>		<input type="text" value=""/>		<input type="text" value=""/>	Peppers, green, sweet, bell	<input type="text" value="1/2"/>
	<input type="text" value=""/>		<input type="text" value=""/>		<input type="text" value=""/>		<input type="text" value=""/>		<input type="text" value=""/>

All Meals

Optional VegBar

**Monday**

Tuesday

Wednesday

Thursday

Friday

Weekly Report

**Daily Tabs**

Weekly Report  
Lunch, Grades 6-8

# Menu Planning Tools – USDA Certification Worksheets

Example:  
In compliance

<a href="#">Go to instructions</a>	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (cups)	Weekly Requirement Check
Minimum Fruit (cups)	1/2	1/2	1/2	1/2	1/2	2 1/2	2 1/2	Yes

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (cups)	Weekly Requirement Check
Minimum Vegetables	1	1	1	1	1	5	3 3/4	Yes
Cups of DARK GREEN	1/4	1	1/2	1/2	1/2	2 3/4	1/2	Yes
Cups of RED/ORANGE	1/2	0	1/2	0	1/4	1 1/4	3/4	Yes
Cups of BEANS/PEAS(Legumes)	0	0	0	1/2	0	1/2	1/2	Yes
Cups of STARCHY vegetables	0	0	1/2	1/2	0	1	1/2	Yes
Cups of OTHER (any other type of vegetable)	1/2	0	0	0	1/4	3/4	1/2	Yes

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (oz equivalents)	Weekly Requirement Check
Minimum Meat/Meat Alternate	1.00	2.00	2.00	2.00	2.00	9.00	9	Yes
Maximum Meat/Meat Alternate	2.00	2.00	2.00	2.00	2.00	10.00	10	Yes

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (oz equivalents)	Weekly Requirement Check
Minimum Grain	1.50	1.00	2.00	2.00	2.00	8.50	8	Yes
Maximum Grain	2.00	2.00	2.00	2.00	2.00	10.00	10	Yes
Grain Based Dessert Total for all weekly meals						0.00	No more 2 oz equivalents	Yes
Whole Grain Rich Weekly Amount	<a href="#">Weekly Grains Total:</a>	28.50	<a href="#">Weekly Whole Grain Rich Total:</a>	27.00	Percent of Whole Grain Rich	94.74%	80% whole grain rich	Yes

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (cups)	Weekly Requirement Check
Minimum Fluid Milk	1	1	1	1	1	5	5	Yes
Variety: Skim/fat-free unflavored, skim/fat-free flavored, Low-fat (less than 1%), unflavored, Low-fat (less than 1%), flavored	Yes	Yes	Yes	Yes	Yes			
Reduced fat (2% fat) or whole,								

►	All Meals	Optional VegBar	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Report
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**Weekly Report Tab**

Weekly Report  
Lunch, Grades 9-12

<a href="#">Go to instructions</a>	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (cups)	Weekly Requirement Check
Minimum Fruit (cups)	1	1	1	1	1	5	5	Yes

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (cups)	Weekly Requirement Check
Minimum Vegetables	1	1	1	3/4	1	4 3/4	5	No
Cups of DARK GREEN	0	0	0	3/4	0	3/4	1/2	Yes
Cups of RED/ORANGE	0	1	0	0	0	1	1 1/4	No
Cups of BEANS/PEAS(Legumes)	0	0	0	0	1	1	1/2	Yes
Cups of STARCHY vegetables	0	0	1	0	0	1	1/2	Yes
Cups of OTHER (any other type of vegetable)	1	0	0	0	0	1	3/4	Yes

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (oz equivalents)	Weekly Requirement Check
Minimum Meat/Meat Alternate	2.00	0.00	2.00	1.25	2.00	7.25	10	No
Maximum Meat/Meat Alternate	2.00	2.00	2.00	3.00	3.00	12.00	12	Yes

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (oz equivalents)	Weekly Requirement Check
Minimum Grain	1.00	1.00	1.00	1.00	1.00	5.00	10	No
Maximum Grain	2.50	3.50	2.50	2.50	3.00	14.00	12	No
Grain Based Dessert Total for all weekly meals						1.00	No more 2 oz equivalents	Yes
Whole Grain Rich Weekly Amount	<a href="#">Weekly Grains Total:</a>	29.00	<a href="#">Weekly Whole Grain Rich Total:</a>	17.00	Percent of Whole Grain Rich	58.62%	80% whole grain rich	No

	<a href="#">Monday</a>	<a href="#">Tuesday</a>	<a href="#">Wednesday</a>	<a href="#">Thursday</a>	<a href="#">Friday</a>	Weekly Total	Weekly Requirement (cups)	Weekly Requirement Check
Minimum Fluid Milk	1	1	1	1	1	5	5	Yes
Variety: Skim/fat-free unflavored, Skim/fat-free flavored, Low-fat (less than 1%), unflavored, Low-fat (less than 1%), flavored	Yes	Yes	Yes	Yes	Yes			

◀ ▶	All Meals	Optional VegBar	Monday	Tuesday	Wednesday	Thursday	Friday	<b>Weekly Report</b>	▶
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**Weekly Report Tab**

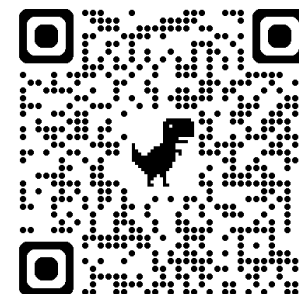
# Menu Planning Tools – USDA Certification Worksheets

Example:  
Not in compliance

# Menu Planning Tools - Approved Alternatives

## Alternatives to the USDA Certification Worksheets

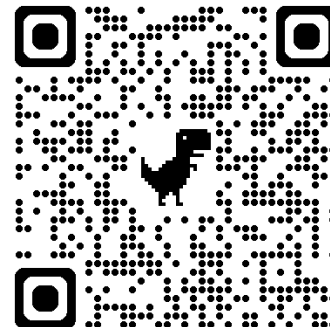
<a href="#">CNCentral</a>  (former name: <i>inTEAM Menu Compliance Tool+</i> ) inTEAM Associates, LLC Phone: 866-457-4705	<a href="#">eTrition</a>  Harris School Solutions Phone: 716-402-2492	<a href="#">Health-e Pro Menu Planning</a>  Water Walkers, Inc. dba Health-e Pro Phone: 800-838-4856 x5
<a href="#">MCS Edison Menus &amp; Inventory</a>  Heartland School Solutions Phone: 800-724-9853	Meals Plus, a LINQ Solution (desktop version) LINQ, Inc. Phone: 800-541-8999	Meals Plus, a LINQ Solution (web version) LINQ, Inc. Phone: 800-541-8999
<a href="#">MealTime</a>  Harris School Solutions Phone: 800-755-0904	<a href="#">Mosaic Menu Planning</a>  Heartland School Solutions Phone: 800-724-9853	<a href="#">NUTRIKIDS: Menu Planning &amp; Nutritional Analysis</a>  Heartland School Solutions Phone: 800-724-9853
OneSource- Menu Planning and Nutrient Analysis Horizon Software, LLC Phone: 800-741-7100	<a href="#">PRIMA Web</a>  Aramark Phone 215-238-3000	<a href="#">PrimeroEdge - Menu Planning Module</a>  Cybersoft Technologies, Inc. Phone: 866-510-2525
<a href="#">SchoolCafé Menu Planning &amp; Nutritional Analysis</a>  Cybersoft Technologies, Inc. Phone: 866-510-2525	<a href="#">TITAN, a LINQ Solution</a>  LINQ, Inc. Phone: 800-541-8999	<a href="#">TrakNOW - Nutrition &amp; Inventory</a>  PCS Revenue Control Systems, Inc. Phone: 800-247-3061
<a href="#">WebSMARTT Menu Planning &amp; Production</a>  Heartland School Solutions Phone: 800-423-2113	<a href="#">Webtrition MenuWorks</a>  Chartwells K12 Phone: 877-586-9631	



# Menu Planning Tools - ISBE Planner Tools

## Breakfast Menu Planner

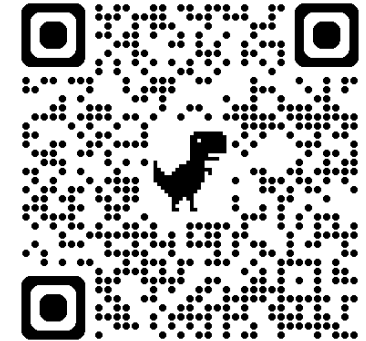
Breakfast Menu Planner							
School / Site Name:		Menu Week:					
Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
<b>Milk</b>							
<i>At least two varieties must be offered daily: 1% or less.</i>	All grades: 5 cups (1 cup)						
<b>Grain/Bread</b>							
<ul style="list-style-type: none"> <li>Must offer a minimum of 1oz G/B daily.</li> <li>May offer a 1oz M/MA to help meet the weekly G/B requirements.</li> </ul>	Grade K-5: 7oz eq (1oz eq) Grade 6-8: 8oz eq (1oz eq) Grade K-8: 8oz eq (1oz eq) Grade 9-12: 9oz eq (1oz eq) Grade K-12: 9oz eq (1oz eq)						
<b>Meat / Meat Alternate</b>	<b>NOTE:</b> Not required but may substitute 1oz equivalent of M/MA for 1 oz eq G/B after minimum daily grain is met.						
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the <u>week</u>						
	WGR						
	Grain/Bread						
	WGR percentage →						
<b>Fruit</b>							
<ul style="list-style-type: none"> <li>All juice must be 100% full strength juice.</li> <li>No more than half of the fruit/vegetable offerings can be in the form of juice.</li> <li>- Therefore, no more than 2.5 cups of juice per week.</li> </ul>	All grades: 5 cups (1 cup)						
<b>Vegetable</b>	<b>NOTE:</b> Not required but may substitute a vegetable for the fruit component. The 100% juice requirements also apply for vegetables.						



# Menu Planning Tools - ISBE Planner Tools

## Lunch Menu Planner

Lunch Menu Planner							
School / Site Name:		Menu Week:					
Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
<b>Milk</b>							
<i>At least two varieties must be offered daily: 1% or less.</i>	All grades: 5 cups (1 cup)						
<b>Meat / Meat Alternate</b>							
<i>- Daily &amp; Weekly minimum must be met.</i>	K-5: 8oz eq (1oz eq) 6-8: 9oz eq (1oz eq) K-8: 9oz eq (1oz eq) 9-12: 10oz eq (2oz eq)						
<b>Grain/Bread</b>							
<i>- Daily and Weekly minimum must be met. - Grain-based Desserts → no more than 2oz eq per week.</i>	K-5: 8oz eq (1oz eq) 6-8: 8oz eq (1oz eq) K-8: 8oz eq (1oz eq) 9-12: 10oz eq (2oz eq)						
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the week						
	WGR						
	Grain/Bread						
		WGR percentage →					
<b>Vegetable</b> - Daily & Weekly minimum must be met.	K-8: 3 ¼ cups (¾ cup) 9-12: 5 cups (1 cup)						
Dark Green	All grades: 1/2 cup (1 cup leafy greens = ½ cup)						
Red / Orange	K-8: ¾ cup 9-12: 1 ¼ cup						
Legumes	All grades: 1/2 cup						
Starchy	All grades: 1/2 cup						
Other	K-8: 1/2 cup 9-12: ¾ cup						
<b>Fruit</b> - Daily & Weekly minimum must be met.							
	K-8: 2 ½ cups (1/2 cup) 9-12: 5 cups (1 cup)						





# Let's try one out!



My name is Emma the Eggplant, and I will be your guide on how to use the ISBE Menu Planner tool to evaluate your menus for compliance.



- ✓ Know how to plan meals that meet the daily requirements
- ✓ Know how to review the weekly menu to ensure it meets the weekly requirements.
- ✓ Tips for substitutions

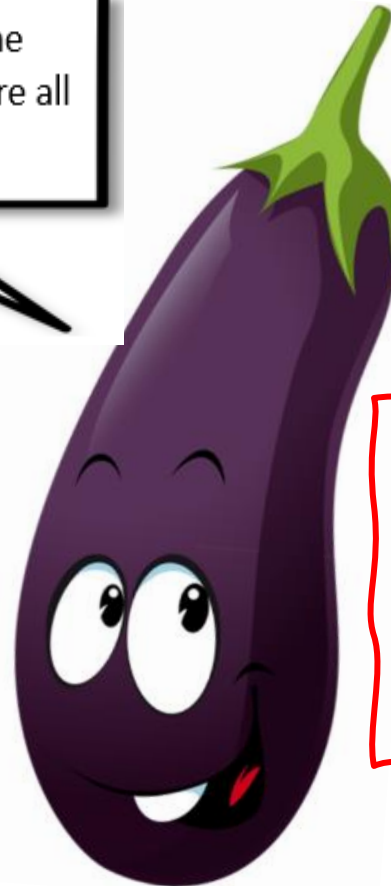
# Column Breakdown Explanation:

## Component Column

Component
<b>Milk</b>
<i>At least two varieties must be offered daily: 1% or less.</i>
<b>Meat / Meat Alternate</b>
<i>- Daily &amp; Weekly minimum must be met.</i>
<b>Grain/Bread</b>
<i>- Daily and Weekly minimum must be met. - Grain-Based Desserts → no more than 2oz eq per week.</i>
<b>Whole Grain-Rich (WGR) Evaluation</b>
<b>Vegetable - Daily &amp; Weekly minimum must be met.</b>
Dark Green
Red / Orange
Legumes
Starchy
Other
<b>Fruit - Daily &amp; Weekly minimum must be met.</b>

Before we begin, let me explain each column so are all on the same page...

The component column are the required food groups you must offer daily



### Required Daily Components

Milk  
Meat/Meat Alternate  
Grain/Bread  
Vegetable  
Fruit

# Column Breakdown Explanation:

## Weekly/Daily Requirements Column

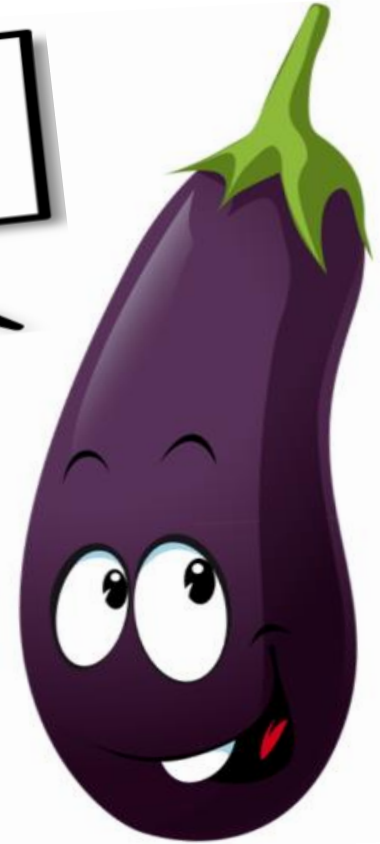
Component	Weekly Requirement (daily)
<b>Milk</b>	
<i>At least two varieties must be offered daily: 1% or less.</i>	All grades: 5 cups (1 cup)
<b>Meat / Meat Alternate</b>	
<i>- Daily &amp; Weekly minimum must be met.</i>	K-5: 8oz eq (1oz eq) 6-8: 9oz eq (1oz eq) K-8: 9oz eq (1oz eq) 9-12: 10oz eq (2oz eq)
<b>Grain/Bread</b>	
<i>- Daily and Weekly minimum must be met. - Grain-Based Desserts → no more than 2oz eq per week.</i>	K-5: 8oz eq (1oz eq) 6-8: 8oz eq (1oz eq) K-8: 8oz eq (1oz eq) 9-12: 10oz eq (2oz eq)
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the <u>week</u>
	WGR
	Grain/Bread
<b>Vegetable - Daily &amp; Weekly minimum must be met.</b>	K-8: 3 ¼ cups (3/4 cup) 9-12: 5 cups (1 cup)
Dark Green	All grades: 1/2 cup (1 cup leafy greens = ½ cup)
Red / Orange	K-8: 3/4 cup 9-12: 1 ¼ cup
Legumes	All grades: 1/2 cup
Starchy	All grades: 1/2 cup
Other	K-8: 1/2 cup 9-12: 3/4 cup
<b>Fruit - Daily &amp; Weekly minimum must be met.</b>	
	K-8: 2 ½ cups (1/2 cup) 9-12: 5 cups (1 cup)

This chart shows you the weekly & daily requirements for each component .

The chart also shows the required amounts for the different grade groups.

Note: There isn't a lunch meal pattern for K-12. If you serve all of those grades, you'll need to serve different amounts for K-8 & 9-12.

**TIP:** Circle the grade groups you are planning for on the worksheet.



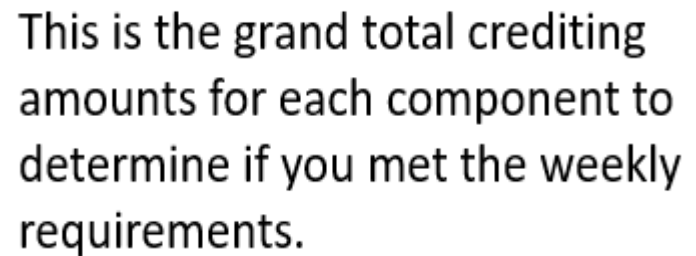
# Column Breakdown Explanation:

## Monday – Friday Columns

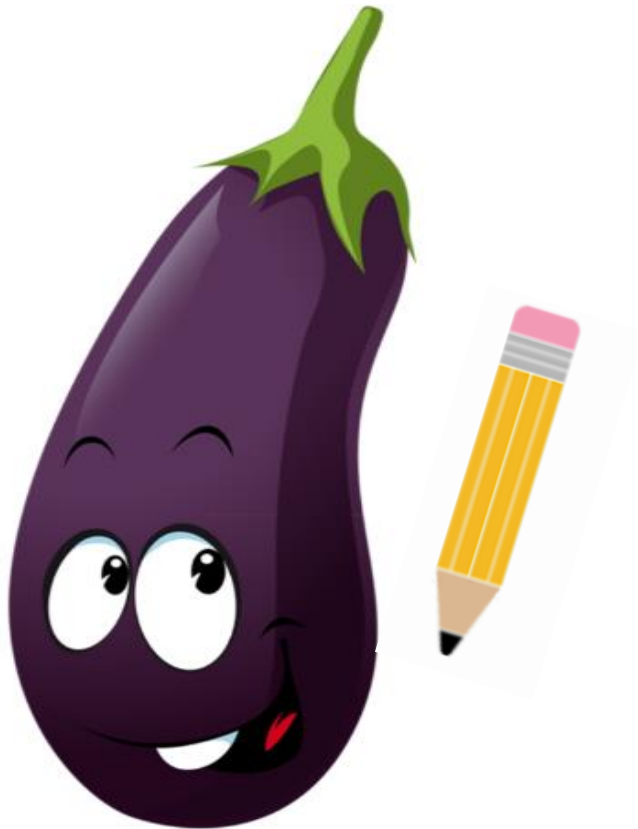


This is each day's respective menu along with the daily crediting amount to determine if you meet the daily requirements.

Monday	Tuesday	Wednesday	Thursday	Friday

[illegible]

LET'S START!



### **Determining Your Grade Group**

The first decision that should be made as the menu planner is to determine which grade group you will be planning for.

Since my school has students in grades K-8, I have planned this menu based on the K-8 grade group requirements.

I could have chosen to plan 2 different menus: one for K-5 and one for 6-8. However, it will be easier for me and my staff if I just plan on using the K-8 menu.





## MONDAY

Pizza  
Sweet Potato Fries  
Peaches  
Milk Variety

## TUESDAY

Chicken Nuggets  
Macaroni & Cheese  
Tator Tots  
Orange  
Milk Variety

## WEDNESDAY

Spaghetti w/ Meat sauce  
Romaine Salad  
Applesauce  
Milk Variety

## THURSDAY

Salisbury Steak  
Dinner Roll  
Green Beans  
Mandarin Oranges  
Milk Variety

## FRIDAY

Beef Taco  
Salsa  
Refried Beans  
Banana  
Milk Variety

Here is the K-8 menu I  
have built for the week.

Let's see if it complies.



# Lunch Menu Planner

School / Site Name: **Washington Elementary School (K-8)**

Menu Week: **Week 1 Cycle**

Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
<b>Milk</b>							
<i>At least two varieties must be offered daily: 1% or less.</i>	All grades: 5 cups (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	5 cups
<b>Meat / Meat Alternate</b>							
<i>- Daily &amp; Weekly minimum must be met.</i>	K-5: 8oz eq (1oz eq) 6-8: 9oz eq (1oz eq) K-8: 9oz eq (1oz eq) 9-12: 10oz eq (2oz eq)	WGR Pizza (1 slice = 2oz eq)	WGR Chx Nuggets (5 ea = 2oz eq)	Spag w/ Meatsauce (1 cup = 2oz eq)	Salisbury Steak (2.5oz = 2oz eq)	Beef/Cheese WGR Tacos (1 ea = 2oz eq)	10 oz eq
<b>Grain/Bread</b>							
<i>- Daily and Weekly minimum must be met. - Grain-Based Desserts → no more than 2oz eq per week.</i>	K-5: 8oz eq (1oz eq) 6-8: 8oz eq (1oz eq) K-8: 8oz eq (1oz eq) 9-12: 10oz eq (2oz eq)	WGR Pizza (1 slice = 2oz eq)	WGR Chx Nuggets (5 ea = 1oz eq) WGR Mac/Cheese (1/4 cup = 0.5oz eq)	Spag w/ Meatsauce (1 cup = 1oz eq) WGR Garlic Bread (1oz slice = 1oz eq)	WGR Dinner Roll (1oz roll = 1oz eq)	Beef/Cheese WGR Tacos (1 ea = 1.5oz eq)	8oz eq
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the week						
	WGR	2oz eq	1.5oz eq	1oz eq	1oz eq	1.5oz eq	7 oz eq
	Grain/Bread	2oz eq	1.5oz eq	2oz eq	1oz eq	1.5oz eq	8 oz eq
						WGR percentage =	87%
<b>Vegetable - Daily &amp; Weekly minimum must be met.</b>	K-8: 3 ¾ cups (3/4 cup) 9-12: 5 cups (1 cup)						
Dark Green	All grades: 1/2 cup (1 cup leafy greens = ½ cup)			Romaine Salad (1 cup = 1/2 cup)			1/2 cup
Red / Orange	K-8: 3/4 cup 9-12: 1 ¼ cup	Sweet Pot Fries (3/4 cup) Tomato Sauce (1/8 cup)		Spag Sauce (3/8 cup)		Salsa (1/4 cup)	1 ½ cups
Legumes	All grades: 1/2 cup					Refried Beans (1/2 cup)	1/2 cup
Starchy	All grades: 1/2 cup		Tator Tots (3/4 cup)				3/4 cup
Other	K-8: 1/2 cup 9-12: 3/4 cup				Green Beans (3/4 cup)		3/4 cup
<b>Fruit - Daily &amp; Weekly minimum must be met.</b>							
	K-8: 2 ½ cups (1/2 cup) 9-12: 5 cups (1 cup)	Peaches (1/2 cup)	Orange (1/2 cup)	Applesauce (1/2 cup)	Mandarin Oranges (1/2 cup)	Banana (1/2 cup)	2 ½ cups

**MONDAY**

Pizza  
Sweet Potato Fries  
Celery/Cucumbers  
Peaches  
Assorted Fresh Fruit

Alt: Hot Ham & Cheese on  
a Hoagie Bun

**TUESDAY**

Chicken Nuggets  
Macaroni & Cheese  
Tator Tots  
Coleslaw  
Mixed Fruit  
Assorted Fresh Fruit

Alt: Fish Sticks

**WEDNESDAY**

Spaghetti w/ Meat  
Sauce & Garlic Bread  
Romaine Salad  
Mixed Vegetables  
Applesauce  
Assorted Fresh Fruit

Alt: Chili Dog on Bun

**THURSDAY**

Salisbury Steak w/  
Dinner Roll  
Two Potato Mash  
Green Beans  
Mandarin Oranges  
Assorted Fresh Fruit

Alt: Chicken Patty on  
Bun

**FRIDAY**

Beef Tacos  
Carrot Sticks  
Corn  
Pears  
Assorted Fresh Fruit

Alt: Cheeseburger on Bun



Served daily:

- Milk choices includes 1% white & chocolate milk

Now here is the 9-12  
menu I built for the week.  
The high school has 2 entrée  
choices.  
Let's see if this one complies.



# Lunch Menu Planner

School / Site Name: **Lincoln High School (9-12)**

Menu Week: **Week 1 Cycle**

Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
<b>Milk</b> <i>At least two varieties must be offered daily: 1% or less</i>	All grades: 5 cups (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	5 cups
<b>Meat / Meat Alternate</b> <i>- Daily &amp; Weekly minimum must be met.</i>	K-5: 8oz eq (1oz eq) 6-8: 9oz eq (1oz eq) K-8: 9oz eq (1oz eq) 9-12: 10oz eq (2oz eq)	1) Pizza (1 slice = 2oz eq) 2) Ham/Cheese Hoagie (2.5oz eq)	1) Chicken Nuggets (5 each = 2oz eq) 2) Fish Sticks (5 each = 2.5oz eq)	1) Spaghetti w/ Meat Sauce (1 cup = 2oz eq) 2) Chili Dog (2.25oz eq)	1) Salisbury Steak (2.5 = 2oz eq) 2) Chicken Patty (3.54oz = 2oz eq)	1) Beef Tacos (2 each = 3oz eq) 2) Cheeseburger (2.5oz eq)	10.5 oz eq
<b>Grain/Bread</b> <i>- Daily and Weekly minimum must be met. - Grain-based Desserts → no more than 2oz eq per week.</i>	K-5: 8oz eq (1oz eq) 6-8: 8oz eq (1oz eq) K-8: 8oz eq (1oz eq) 9-12: 10oz eq (2oz eq)	1) WGR Pizza (1 slice = 2oz eq) 2) Ham/Cheese Hoagie (2.5oz eq)	1) WGR Chicken Nuggets (5 each = 1 oz eq) + WGR Mac/Cheese (1/2 cup = 1 oz eq) 2) WGR Fish Sticks (5 each = 2.5oz eq) + WGR Mac/Cheese (1/2 cup = 1 oz eq)	1) Spaghetti w/ Meat Sauce (1 cup = 1oz eq) + WGR Bread (1oz slice = 1 oz eq) 2) WGR Bun (2oz eq)	1) WGR Dinner Roll (2oz eq) 2) WGR Bun (2oz eq) + WGR Brd Chx Patty (1oz eq)	1) WGR Tacos (2 each = 3oz eq) 2) WGR Bun (2oz eq)	10 oz eq
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the week						
	WGR	2oz eq	5.5oz eq	3oz eq	5oz eq	5oz eq	20.5
	Grain/Bread	4.5oz eq	5.5oz eq	4oz eq	5oz eq	5oz eq	24
						WGR percentage →	85%
<b>Vegetable - Daily &amp; Weekly minimum must be met</b>	K-8: 3 ¼ cups (3/4 cup) 9-12: 5 cups (1 cup)						
Dark Green	All grades: 1/2 cup (1 cup leafy greens = ½ cup)			Romaine Salad (1 cup = 1/2 cup)			1/2 cup
Red / Orange	K-8: 3/4 cup 9-12: 1 ¼ cup	Sweet Potato Fries (1/2 cup)			Two Potato Mash (1/2 cup veg = ¼ cup R/O)	Carrot Sticks (1/2 cup)	1 ¼ cups
Legumes	All grades: 1/2 cup						0 cups
Starchy	All grades: 1/2 cup		Tator Tots (1/2 cup)		Two Potato Mash (1/2 cup veg = ¼ cup Starchy)	Corn (1/2 cup)	1 ¼ cups
Other	K-8: 1/2 cup 9-12: 3/4 cup	Celery/Cucumbers (1/2 cup)	Coleslaw (1/2 cup)	Mixed Vegetables (1/2 cup veg)	Green Beans (1/2 cup veg)		2 cups
<b>Fruit - Daily &amp; Weekly minimum must be met.</b>							
	K-8: 2 ½ cups (1/2 cup) 9-12: 5 cups (1 cup)	Peaches (1/2 cup) Fresh Fruit (1/2 cup)	Mixed Fruit (1/2 cup) Fresh Fruit (1/2 cup)	Applesauce (1/2 cup) Fresh Fruit (1/2 cup)	Mandarin Oranges (1/2 cup) Fresh Fruit (1/2 cup)	Pears (1/2 cup) Fresh Fruit (1/2 cup)	5 cups

DOF

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Pizza</b> <b>Sweet Potato Fries</b> <b>Celery/Cucumbers</b> <b>Peaches</b> <b>Assorted Fresh Fruit</b>	<b>Chicken Nuggets</b> <b>Macaroni &amp; Cheese</b> <b>Tator Tots</b> <b>Coleslaw</b> <b>Mixed Fruit</b> <b>Assorted Fresh Fruit</b>	<b>Spaghetti w/ Meat</b> <b>Sauce &amp; Garlic Bread</b> <b>Romaine Salad</b> <b>Mixed Vegetables</b> <b>Applesauce</b> <b>Assorted Fresh Fruit</b>	<b>Salisbury Steak w/</b> <b>Dinner Roll</b> <b>Two Potato Mash</b> <b>Green Beans</b> <b>Mandarin Oranges</b> <b>Assorted Fresh Fruit</b>	<b>Beef Tacos</b> <b>Carrot Sticks</b> <b>Corn</b> <b>Pears</b> <b>Assorted Fresh Fruit</b>

<b>Vegetable</b> - Daily & Weekly minimum must be met.	K-8: 3 ¼ cups (3/4 cup) 9-12: 5 cups (1 cup)					
Dark Green	All grades: 1/2 cup (1 cup leafy greens = ½ cup)			Romaine Salad (1 cup = 1/2 cup)		1/2 cup
Red / Orange	K-8: 3/4 cup 9-12: 1 ¼ cup	Sweet Potato Fries (1/2 cup)			Two Potato Mash (1/2 cup veg = ¼ cup R/O)	Carrot Sticks (1/2 cup)  1 ¼ cups
Legumes	All grades: 1/2 cup					Refried Beans (1/2 cup)  1/2 cup
Starchy	All grades: 1/2 cup		Tator Tots (1/2 cup)		Two Potato Mash (1/2 cup veg = ¼ cup Starchy)	<del>2/2 cup</del>  3/4 cup
Other	K-8: 1/2 cup 9-12: 3/4 cup	Celery/Cucumbers (1/2 cup)	Coleslaw (1/2 cup)	Mixed Vegetables (1/2 cup veg)	Green Beans (1/2 cup veg)	2 cups



Evaluate a subgroup that is over the minimum requirements.

That would be either the starchy or other subgroup.

What changes would you make?



Now let's start go to breakfast!  
The concept is just like lunch!

School / Site Name:		Breakfast Menu Planner					
		Menu Week:					
Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
<b>Milk</b>							
At least two varieties must be offered daily: 1% or less.	All grades: 5 cups (1 cup)						
<b>Grain/Bread</b>							
<ul style="list-style-type: none"> <li>Must offer a minimum of 1oz G/B daily.</li> <li>May offer a 1oz M/M/A to help meet the weekly G/B requirements.</li> </ul>	Grade K-5: 7oz eq (1oz eq) Grade 6-8: 8oz eq (1oz eq) Grade K-8: 8oz eq (1oz eq) Grade 9-12: 9oz eq (1oz eq) Grade K-12: 9oz eq (1oz eq)						
<b>Meat / Meat Alternate</b>	<i>NOTE: Not required but may substitute 1oz equivalent of M/M/A for 1 oz eq G/B after minimum daily grain is met.</i>						
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the week						
	WGR						
	Grain/Bread						
	WGR percentage →						
<b>Fruit</b>							
<ul style="list-style-type: none"> <li>All juice must be 100% full strength juice.</li> <li>No more than half of the fruit/vegetable offerings can be in the form of juice.</li> <li>- Therefore, no more than 2.5 cups of juice per week.</li> </ul>	All grades: 1 cup						
<b>Vegetable</b>	<i>NOTE: Not required but may substitute a vegetable for the fruit component. The 100% juice requirements also apply for vegetables.</i>						



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>French Toast Sticks</b> <b>Assorted Canned</b> <b>or Fresh Fruit</b> <b>100% Fruit Juice</b>	<b>Breakfast Pizza</b> <b>Assorted Canned</b> <b>or Fresh Fruit</b> <b>100% Fruit Juice</b>	<b>Pancake</b> <b>Sausage Patty</b> <b>Assorted Canned</b> <b>or Fresh Fruit</b> <b>100% Fruit Juice</b>	<b>Biscuit and Gravy</b> <b>Assorted Canned</b> <b>or Fresh Fruit</b> <b>100% Fruit Juice</b>	<b>Muffin</b> <b>Yogurt</b> <b>Assorted Canned</b> <b>or Fresh Fruit</b> <b>100% Fruit Juice</b>
Alt: Cereal & Toast	Alt: Cereal & Toast	Alt: Cereal & Toast	Alt: Cereal & Toast	Alt: Cereal & Toast



Served daily:

- Milk choices includes 1% white & chocolate milk

Now here is my 9-12  
breakfast menu for the week.  
The high school has 2 entrée  
choices.

Let's see if this one complies.



## Breakfast Menu Planner

School / Site Name: **Lincoln High School (9-12)**

Menu Week: **Week 1 Cycle**

Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
<b>Milk</b>							
At least two varieties must be offered daily: 1% or less.	All grades: 5 cups (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	1% white/choc (1 cup)	5 cups
<b>Grain/MMA</b>							
<ul style="list-style-type: none"> <li>Must offer a minimum of 1oz G/B daily.</li> <li>May offer a 1oz MMA to help meet the weekly G/B requirements.</li> </ul>	Grade K-5: 7oz eq (1oz eq) Grade 6-8: 8oz eq (1oz eq) Grade K-8: 8oz eq (1oz eq) <b>Grade 9-12: 9oz eq (1oz eq)</b> Grade K-12: 9oz eq (1oz eq)	1) WGR French Toast Sticks (2oz eq G/B) 2) WGR Cereal (1oz eq G/B) + WGR Toast (1oz eq G/B)	1) WGR Brkfst Pizza (1.5oz eq G/B + 1oz M/MMA) 2) WGR Cereal (1oz eq G/B) + WGR Toast (1oz eq G/B)	1) WGR Pancake (1oz eq G/B) + SSG Patty (1oz M/MMA) 2) WGR Cereal (1oz eq G/B) + WGR Toast (1oz eq G/B)	1) Biscuit (2oz eq G/B) 2) WGR Cereal (1oz eq G/B) + WGR Toast (1oz eq G/B)	1) WGR Muffin (1oz eq G/B) + Yogurt (1oz M/MMA) 2) WGR Cereal (1oz eq G/B) + WGR Toast (1oz eq G/B)	10 oz eq
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the week						
	WGR	4oz	3.5oz	3oz	2oz		
	Grain/Bread	4oz	3.5oz	3oz	4oz	3oz	15.5oz
						3oz	17.5oz
						WGR percentage →	88%
<b>Fruit/Veg</b>							
<ul style="list-style-type: none"> <li>All juice must be 100% full strength juice.</li> <li>No more than half of the fruit/vegetable offerings can be in the form of juice.</li> <li>- Therefore, no more than 2.5 cups of juice per week.</li> </ul>	All grades: 5 cups (1 cup)	Canned Fruit (1/2 cup) 100% Fruit Juice (1/2 cup)	Fresh Fruit (1/2 cup) 100% Fruit Juice (1/2 cup)	Canned Fruit (1/2 cup) 100% Fruit Juice (1/2 cup)	Fresh Fruit (1/2 cup) 100% Fruit Juice (1/2 cup)	Canned Fruit (1/2 cup) 100% Fruit Juice (1/2 cup)	5 cups

Here are some tips when food items do not come in and/or you need to make changes on your menu for inventory or special occasions....



- ✓ Replace food items with a “like” item.
  - Choose an entrée with similar crediting amounts (i.e. 2 M/MA & 2 G/B)
  - Choose another vegetable from the same subgroup
- ✓ You can move days around in the same week.
  - *Example* – switch Monday and Thursday’s menu.
  - *Example* – switch the R/O vegetable for a different day in the same week
- ✓ Order 2-3 weeks in advance (*if possible*)

# MENU ACTIVITY

High School Menu (grades 9-12)

2 Menu Entrees Daily

Monday – Friday Menu

Complete the Lunch Menu Planner

Note any issues with the menu

# Menu Simulation-Sample Menu

## September 2024 | Lincoln School District

Monday	Tuesday	Wednesday	Thursday	Friday
Chicken Nuggets w/ Breadstick <b>OR</b> PB&J Uncrustable Cherry Tomatoes ¾ cup Broccoli ¼ cup Applesauce ½ cup Variety Juice ½ cup Variety Milk 1 carton	Cheeseburger on a Bun <b>OR</b> Spicy Chicken Sand. On Bun Baked Beans ½ cup Celery Slices ¼ cup Mixed Fruit ½ cup Variety Juice ½ cup Variety Milk 1 carton	Spaghetti w/ Breadstick <b>OR</b> PB&J Uncrustable Green Beans 1 cup Mandarin Oranges ½ cup Variety Juice ½ cup Variety Milk 1 carton	Breakfast Sandwich <b>OR</b> Totally Taco Max Stick Potato Triangle 1 cup Chilled Pears ½ cup Variety Juice ½ cup Variety Milk 1 carton	Yogurt, Muffin, Graham, Cheese Pack <b>OR</b> PB&J Uncrustable Cucumber Slices ½ cup Baby Carrots ½ cup Fresh Grapes 1/4 cup Variety Juice ½ cup Variety Milk 1 carton

# Menu Simulation-Errors

- What issues did your group find with the menu?
  - Milk (OK)
  - M/MA-
    - M, W, F-Only 1 oz offered with Uncrustable
    - Daily did not total 2 oz; Weekly did not total 10 oz
  - G/B-
    - M, W, F-Only 1 oz offered with Uncrustable
    - Daily did not total 2 oz; Weekly did not total 10 oz
  - Vegetable-
    - Tuesday did not offer 1 full cup
    - Dark Green only  $\frac{1}{4}$  cup (weekly required  $\frac{1}{2}$  cup)
  - Fruit-
    - Friday did not offer 1 cup
    - More than 50% of juice offered because of Fridays offering only  $\frac{3}{4}$  cup.

# Menu Simulation-Errors

- What changes would you make?
  - Add a Grain/M/MA to the uncrustable option Or the 5.2 oz uncrustable option
  - Add a M/MA to the Breakfast Sandwich
  - Add Dark Green Vegetable (1/4 cup)
  - Add additional Fruit on Friday (1/4 cup)
    - Will meet daily
    - Will fix juice issue



# Lunch Menu Planner

School / Site Name:

Menu Week:

Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
<b>Milk</b>							
At least two varieties must be offered daily: 1% or less.	All grades: 5 cups (1 cup)	1	1	1	1	1	5
<b>Meat / Meat Alternate</b>							
- Daily & Weekly minimum must be met.	K-5: 8oz eq (1oz eq) 6-8: 9oz eq (1oz eq) K-8: 9oz eq (1oz eq) 9-12: 10oz eq (2oz eq)	2 oz eq	2.25oz eq	2oz eq	1oz eq	1oz + 1oz = 2	6
		1oz eq	2oz eq	1oz eq	2oz eq	1oz	
<b>Grain/Bread</b>							
- Daily and Weekly minimum must be met. - Grain-based Desserts → no more than 2oz eq per week.	K-5: 8oz eq (1oz eq) 6-8: 8oz eq (1oz eq) K-8: 8oz eq (1oz eq) 9-12: 10oz eq (2oz eq)	1oz + 1oz = 2	2oz eq	1oz + 1oz = 2	2oz eq	1oz + 1oz = 2	7
		1oz eq	.75 + 2 = 2.75	1oz	2oz eq	1oz	
<b>Whole Grain-Rich (WGR) Evaluation</b>	80% of the grains must be WGR for the week						
	WGR	3	4.75	3	4	3	17.75
	Grain/Bread	3	4.75	3	4	3	17.75
							WGR percentage →
<b>Vegetable - Daily &amp; Weekly minimum must be met.</b>	K-8: 3 1/4 cups (3/4 cup) 9-12: 5 cups (1 cup)						
Dark Green	All grades: 1/2 cup (1 cup leafy greens = 1/2 cup)	1/4					1/4
Red / Orange	K-8: 3/4 cup 9-12: 1 1/4 cup	3/4				1/2	1 1/4
Legumes	All grades: 1/2 cup		1/2				1/2
Starchy	All grades: 1/2 cup				1		1
Other	K-8: 1/2 cup 9-12: 3/4 cup		1/4	1		1/2	1 3/4
<b>Fruit - Daily &amp; Weekly minimum must be met.</b>							
	K-8: 2 1/2 cups (1/2 cup) 9-12: 5 cups (1 cup)	1/2	1/2	1/2	1/2	1/4	4.75
		1/2	1/2	1/2	1/2	1/2	

(\*) Juice over 50% because of Friday

Illinois State Board of Education Nutrition Department, July 2022





# Mission 4:

## Production Records



# Production Records Overview

- **WHAT**-USDA **required** document that records **ALL** reimbursable meals prepared and served daily
  - Breakfast, Lunch, Snack (if applicable)
- **WHO**-any school that participates in NSLP, SBP and After School Snack Programs.
- **WHY**-to support meals claimed for reimbursement
  - Ensures meal pattern component requirements are met
- **WHEN**-prior to production, at time of meal preparation and immediately after meal service

# Benefits of a Production Record

- Serves as a communication tool and daily “to do” list for staff
- A valuable planning and forecasting tool
  - Evaluates what works best with your customers
  - Helps decide what changes need to be made



# Benefits of a Production Record

- Provides a daily written history of the foods planned, prepared and served
- Documents crediting and provides data needed for nutrient analysis

**These are required!!**

**Production Record**

Site: \_\_\_\_\_

Meal Date: 1-9-24

Total # of Projected Reimbursable Meals: 137

Menu: Hot ham & cheese  
Salad  
Chips  
Fruit  
Milk

Vegetable Sub-groups:  
G-Green  
RO-Red/Orange  
B-Beans/Peas  
S-Starchy  
O-Other

\*It is recommended that a separate production record be completed for each meal service line, as it is a requirement that EACH service line must meet the meal pattern requirements.

Food Item	Recipe	Grade group	Portion size	Student projected servings	Total projected amount	Amount used (per or quantity)	Actual student servings	Actual # to case servings	Actual about servings	Unknown
Ham	Hot ham	7/12	4	154	1160	40 (lbs)	137	60	15	15
Cheese	Hot ham	7/12	2	154	1160	2 1/2 (lbs)	137	60	15	15
Salad (red)	Lowfat	7/12	2	154	1160	13 (lbs)	137	60	15	15
Chips	Hot ham	7/12	1	154	1160	3 (cases)	137	60	15	15
Mozzarella sauce	Hot ham	7/12	1	154	1160	9 (cans)	137	60	15	15
Fruit	Hot ham	7/12	1	154	1160	20 (lb)	137	60	15	15
Milk	Hot ham	7/12	1	154	1160	14 (gals)	137	60	15	15
Choc white	Hot ham	7/12	1	154	1160	3 (cans)	137	60	15	15
French Italian	Hot ham	7/12	1	154	1160	3 (cans)	137	60	15	15

2 full in floor

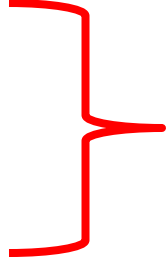
# They are important!!!

- ISBE looks at these during your Administrative Review
- Lack of complete and current PRs can result in withholding and/or reclaiming federal funds





# Production Records: Basics

- Who is responsible for completing the production record?
  - Food Service Director
  - Head Cook
  - Kitchen Staff/Servers **= Everyone**
- When should production records be filled out?
  - Majority can be completed prior to meal service
  - Remaining information is completed after the meal service

# Production Records: Basics

- Where should records be kept?
  - On site where staff can refer to and complete as necessary
- How long must records be kept on file?
  - 3 years plus the current year



# Production Records: Basics



Production Records (PR) drive your program!

- List everything you are preparing/serving
- The PR documents everything you serve on all lines for each of the meal services
- Separate record for breakfast, lunch & snack
- Formats vary
  - Can be multiple pages (for example: stations, fruit/veggies bars, separate lines)

## Production Record

*MENU*

[illegible]

## ARD OF

# SAMPLE 2 – on ISBE website

## Production Record

Site: \_\_\_\_\_

Meal Date: \_\_\_\_\_

Total # of Projected Reimbursable Meals: \_\_\_\_\_

\*It is recommended that a separate production record be completed for each meal service line, as it is a requirement that EACH service line must meet the meal pattern requirements.

Menu:

Vegetable Sub-groups:

G=Green

RO=Red/orange

BP=Beans/Peas

S= Starchy

O= Other

	Food Item	Recipe	Grade group	Portion size	Student projected servings	Total projected servings	Amt food used (wt or quantity)	Actual student servings	Actual a la carte servings	Actual adult servings	leftovers
Meat/Meat Alternate:											
Grain:											
Fruit:											
Vegetable:											
Milk:											
Condiments:											

105

# Production records must contain the following:

- Site name
- Meal date
- Food items
- Recipe *OR* Product used
- Grade group(s) – K-5, 6-8, K-8, 9-12
- Portion size
- Planned/Projected servings (students/adults)

## REQUIRED PRIOR TO SERVICE Production Record

Site: Apple Elementary School  
Meal Date: August 28<sup>th</sup>, 20xx

MENU: WG Chicken Nuggets (2M, 1WG)  
Broccoli (½ c DG Veg)  
Fresh Baby Carrots (1/2 c RO Veg)  
Mixed Fruit (1/2 c F)  
1% White/1% Chocolate Milk

Total Projected Reimbursable Lunches 175

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
WG Chicken Nuggets	Tyson	K-8	5 each	175	180					
Broccoli	R-175	K-8	½ Cup	75	80					
Baby Carrots, Fresh	DOD	K-8	½ Cup	150	155					
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup	140	145					
1% White Milk	PF	K-8	1 each	36	50					
1% Chocolate Milk	PF	K-8	1 each	112	150					
BBQ Sauce Packets	Heinz	K-8	1-2 pkt	100	100					
Ketchup Packets	Heinz	K-8	1-2 pkt	100	100					
Ranch Packets	Hidden Valley	K-8	1-2 pkt	100	100					

NOTE: All foods, including condiments and milk, must be included daily.

\*Portion size: must be same as planned. Use separate line if adjusted for age.

\*\*Amount of food used based on USDA Food Buying Guide or USDA recipe.



*(Continued...)*

## **Production records must contain the following:**

- Total amount of food prepared
- Actual meals served (students/adults/a la carte)
- Leftovers

# REQUIRED AFTER MEAL SERVICE

## Production Record

Site: Apple Elementary School  
Meal Date: August 28<sup>th</sup>, 20xx

MENU: WG Chicken Nuggets (2M, 1WG)  
Broccoli (½ c DG Veg)  
Fresh Baby Carrots (1/2 c RO Veg)  
Mixed Fruit (1/2 c F)  
1% White/1% Chocolate Milk

Total Projected Reimbursable Lunches 175

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/ Weight/ Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
WG Chicken Nuggets	Tyson	K-8	5 each	175	180	7.5 bags	168	2	5	5
Broccoli	R-175	K-8	½ Cup	75	80	12# (4 bags)	70	0	3	7
Baby Carrots, Fresh	DOD	K-8	½ Cup	150	155	25# (5 bags)	135	0	5	15
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup	140	145	8-#10 Cans	131	1	4	9
1% White Milk	PF	K-8	1 each	36	50	1 crate	32	10	2	6
1% Chocolate Milk	PF	K-8	1 each	112	150	3 crates	112	25	1	12
BBQ Sauce Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	65	0	0	35
Ketchup Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	60	0	0	40
Ranch Packets	Hidden Valley	K-8	1-2 pkt	100	100	100 pkts	90	0	0	10

**LET'S  
BREAK  
IT  
DOWN!**



# Food Items Column

- List all items served on the line
  - Including condiments
- Be specific → types of fruit, juice, milk
- Best practice → indicate WG
- If you have substitutions → mark out item and record the item served in its place and what happened
  - Product supply issues

Food Item Used and Form
WG Chicken Nuggets
Broccoli
Baby Carrots, Fresh
Mixed Fruit, Light Syrup
1% White Milk
1% Chocolate Milk
BBQ Sauce Packets
Ketchup Packets
Ranch Packets

# Recipe or Product Column

- Recipes are required for menu items when 2 or more ingredients are combined
  - You may breakdown sandwiches by listing out the food items separately (bread, deli meat, cheese OR bun, hamburger, cheese)
- Product – list either brand, fresh, frozen, USDA, etc.
  - Processed food = CN Label or PFS



Food Item Used and Form	Recipe or Product (Name and Number)
WG Chicken Nuggets	Tyson
Broccoli	R-175
Baby Carrots, Fresh	DOD
Mixed Fruit, Light Syrup	US Foods
1% White Milk	PF
1% Chocolate Milk	PF
BBQ Sauce Packets	Heinz
Ketchup Packets	Heinz
Ranch Packets	Hidden Valley

# Grade Groups Column


- List the grade group(s) for which the menu is planned
  - Breakfast → K-5, 6-8, K-8, 9-12, K-12
  - Lunch → K-5, 6-8, K-8, 9-12



Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group
WG Chicken Nuggets	Tyson	K-8
Broccoli	R-175	K-8
Baby Carrots, Fresh	DOD	K-8
Mixed Fruit, Light Syrup	US Foods	K-8
1% White Milk	PF	K-8
1% Chocolate Milk	PF	K-8
BBQ Sauce Packets	Heinz	K-8
Ketchup Packets	Heinz	K-8
Ranch Packets	Hidden Valley	K-8

# Portion Size Column

- List the portion as it served on the tray.
  - Make it easy for your staff to understand exactly what should be served
- Without this guide on the PR, the server may have no way of knowing the correct portion size for the grade group



Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)
WG Chicken Nuggets	Tyson	K-8	5 each
Broccoli	R-175	K-8	½ Cup
Baby Carrots, Fresh	DOD	K-8	½ Cup
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup
1% White Milk	PF	K-8	1 each
1% Chocolate Milk	PF	K-8	1 each
BBQ Sauce Packets	Heinz	K-8	1-2 pkt
Ketchup Packets	Heinz	K-8	1-2 pkt
Ranch Packets	Hidden Valley	K-8	1-2 pkt

# Best Practices on Portion Sizes

- Cheese slice → 1 slice
- Cheese shrd → 1oz
- Turkey taco meat → 1.72oz (#16 scoop)
- Bun → 1 bun
- Peaches, Cnd → ½ cup (4oz ladle)
- Pancakes → 2 each
- Cherry tomatoes → 4 ea (1/4 cup)
- Deli turkey → 6 slices (3oz)



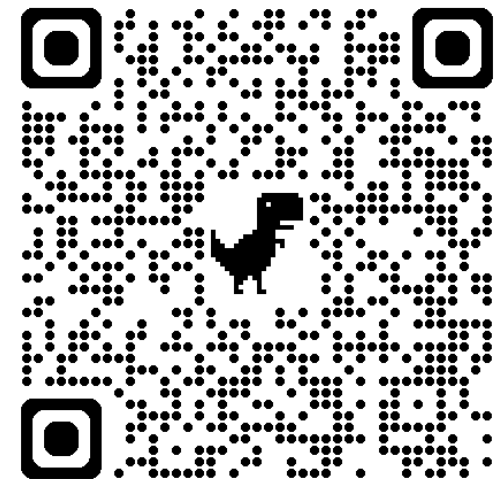
# FRUIT & VEGETABLE

## QUICK REFERENCE CREDITING GUIDE

This “Quick Reference Crediting Guide” is offered to NSLP & SFSP operators as a supplement to the full USDA references to show approximate serving sizes and yields for common fruits and vegetables. Unless noted, all fruit and vegetable portions should be planned and recorded using cup or volume measures such as  $\frac{1}{4}$  cup,  $\frac{1}{2}$  cup, 1 cup, etc., versus an ounce or weight measure such as 2 oz, 4 oz, or 8 oz.



**A great  
resource  
on portion  
sizes!**



# Basics at a Glance Poster

Scoops and Ladles or  
Portion Servers are only  
volume measuring  
utensils

They are not weight!

A #6 scoop = 2/3 cup

A 4 oz ladle = ½ cup

# Basics at a Glance

## Recipe Abbreviations

approx.	= approximate
tsp or t	= teaspoon
Tbsp or T	= tablespoon
c	= cup
pt	= pint
qt	= quart
gal	= gallon
wt	= weight
oz	= ounce
lb or #	= pound (e.g., 3#)
g	= gram
kg	= kilogram
vol	= volume
mL	= milliliter
L	= liter
fl oz	= fluid ounce
No. or #	= number (e.g., #3)
in. or "	= inches (e.g., 12")
°F	= degree Fahrenheit
°C	= degree Celsius or centigrade

## Volume Equivalents for Liquids

60 drops	= 1 tsp	
1 Tbsp	= 3 tsp	= 0.5 fl oz
1/8 cup	= 2 Tbsp	= 1 fl oz
1/4 cup	= 4 Tbsp	= 2 fl oz
1/3 cup	= 5 Tbsp + 1 tsp	= 2.65 fl oz
3/8 cup	= 6 Tbsp	= 3 fl oz
1/2 cup	= 8 Tbsp	= 4 fl oz
5/8 cup	= 10 Tbsp	= 5 fl oz
2/3 cup	= 10 Tbsp + 2 tsp	= 5.3 fl oz
3/4 cup	= 12 Tbsp	= 6 fl oz
7/8 cup	= 14 Tbsp	= 7 fl oz
1 cup	= 16 Tbsp	= 8 fl oz
1/2 pint	= 1 cup	= 8 fl oz
1 pint	= 2 cups	= 16 fl oz
1 quart	= 2 pt	= 32 fl oz
1 gallon	= 4 qt	= 128 fl oz

## Equivalent Weights

16 oz	= 1 lb	= 1.000 lb
12 oz	= 3/4 lb	= 0.750 lb
8 oz	= 1/2 lb	= 0.500 lb
4 oz	= 1/4 lb	= 0.250 lb
1 oz	= 1/16 lb	= 0.063 lb

## Scoops (Dishers)



Size/No. <sup>1</sup>	Level Measure	Color Code <sup>2</sup>
6	2/3 cup	
8	1/2 cup	
10	3/8 cup	
12	1/3 cup	
16	1/4 cup	
20	3-1/3 Tbsp	
24	2-2/3 Tbsp	
30	2 Tbsp	
40	1-2/3 Tbsp	
50	3-3/4 tsp	
60	3-1/4 tsp	
70	2-3/4 tsp	
100	2 tsp	

<sup>1</sup> Scoops are left or right hand or squeeze-type that can be used for both hands. Number on the scoop indicates how many level scoops make one quart. For example, eight No. 8 scoops = 1 quart.



<sup>2</sup> Use colored dots matching the brand-specific color coding of scoop sizes.

## Ladles Portion Servers



Ladle fl oz	Approx. Measure	Portion Server fl oz
1 oz	1/8 cup	1 oz
2 oz	1/4 cup	2 oz
3 oz	3/8 cup	3 oz
4 oz	1/2 cup	4 oz
6 oz	3/4 cup	6 oz
8 oz	1 cup	8 oz
12 oz	1-1/2 cups	—

Ladles and portion servers (measuring-serving spoons that are volume-standardized) are labeled "oz." "fl oz" would be more accurate since they measure volume, not weight.

Use ladles for serving soups, stews, creamed dishes, sauces, gravies, and other liquid products.

Use portion servers (solid or perforated) for portioning solids and semi-solids such as fruits and vegetables, and condiments.

## Cooking or Serving Spoons

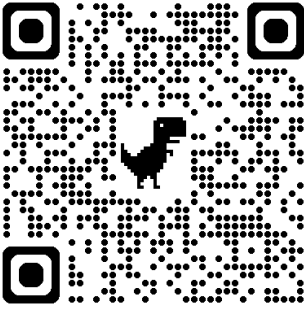


Spoons vary in length (11", 13", 15", 18", 21") for ease of use in cooking or serving. Spoons can have plastic handles that are heat-resistant. Level spoons, ladles, and portion servers provide more accurate portion control than serving spoons that are not volume-standardized measure.

## Specialty Spoons



A thumb notch on a server or spoon handle prevents the spoon from slipping into the pan and prevents hands from sliding into the food. Triple-edge (solid or perforated) spoons have a flat edge that increases the area where the spoon touches the bottom of the pan when stirring.



# REMEMBER



## Weight

G/B and M/MA  
ounce equivalents (oz eq)



VS


## Volume

Milk, Fruit & Vegetable  
cups



# Projected Servings Column

- **Student Projected** = morning count or what is being prepared for reimbursable meals only
- **Total Projected** = students + adults + a la carte



Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings
WG Chicken Nuggets	Tyson 5325	K-8	5 each	175	180
Broccoli	R-175	K-8	½ Cup	75	80
Baby Carrots, Fresh	DOD	K-8	½ Cup	150	155
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup	140	145
1% White Milk	PF	K-8	1 each	36	50
1% Chocolate Milk	PF	K-8	1 each	112	150
BBQ Sauce Packets	Heinz	K-8	1-2 ea	100	100
Ketchup Packets	Heinz	K-8	1-2 ea	100	100
Ranch Packets	Hidden Valley	K-8	1-2 ea	100	100



# Amount of Food Used Column

- Record the amount of food prepared
  - Projected quantity based on FBG
  - pounds, ounces, #10 cans, quarts, gallons, cases, etc.
- Amount of chicken nuggets (24 servings/bag)
  - 7.5 bags



Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)
WG Chicken Nuggets	Tyson	K-8	5 each	175	180	7.5 bags
Broccoli	R-175	K-8	½ Cup	75	80	12# (4 bags)
Baby Carrots, Fresh	DOD	K-8	½ Cup	150	155	25# (5 bags)
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup	140	145	8-#10 Cans
1% White Milk	PF	K-8	1 each	36	50	1 crate
1% Chocolate Milk	PF	K-8	1 each	112	150	3 crates
BBQ Sauce Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts
Ketchup Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts
Ranch Packets	Hidden Valley	K-8	1-2 pkt	100	100	100 pkts

# Using the Food Buying Guide Calculator to determine how much

④	Action	Food As Purchased, AP	Purchase Unit	Servings per Unit	Serving Size per Meal Contribution
	Add	Broccoli, frozen, <i>Spears</i>	Pound	10.9	1/4 cup cooked, drained vegetable
	Add	Broccoli, frozen, <i>Cut or chopped</i>	Pound	9.6	1/4 cup cooked, drained vegetable
	Add	Broccoli, frozen, <i>Florets, Trimmed Includes USDA Foods, No salt added</i>	Pound	14	1/4 cup cooked vegetable

Food Item Description		Purchase Unit	⑤ Number of Purchase Units on Hand ⓘ	Number of Servings	Exact Quantity	⑨ Buy Purchase Units
X	Broccoli, frozen , Florets, Trimmed Includes USDA Foods, No salt added , 1/4 cup cooked vegetable	Pound	0	80	11.4286	11.50

#	⑦ Serving Size	⑧ Number of Servings	Remove Serv
1	1/2 cup ▾	80	

- Broccoli, frozen (florets, Trimmed) = For every 1 pound purchased, you get 14 servings at ¼ cup cooked vegetable.
- We are serving a ½ cup which now means 7 servings/pound.
- We need 80 servings. Therefore  $80/7 = 11.4286$  lbs.  
(round up to 12 lbs)

# Using the Food Buying Guide Calculator to determine how much

④

Action	Food As Purchased, AP	Purchase Unit	Servings per Unit	Serving Size per Meal Contribution
Add	Carrots, fresh, Baby, Ready-to-use	Pound	12.9	1/4 cup raw vegetable
Add	Carrots, fresh, Baby, Ready-to-use	Pound	11.4	1/4 cup cooked, drained vegetable
Add	Carrots, frozen, Baby	Pound	10.9	1/4 cup cooked, drained vegetable

Food Item Description	Purchase Unit	⑤ Number of Purchase Units on Hand	Number of Servings	Exact Quantity	⑨ Buy Purchase Units
X Carrots, fresh , Baby, Ready-to-use , 1/4 cup raw vegetable	Pound	0	155	24.0311	24.25

#	⑦ Serving Size	⑧ Number of Servings	
1	1/2 cup	155	Remove Serving

- Baby Carrots, Fresh = For every 1 pound purchased, you get 12.9 servings at ¼ cup
- We are serving a ½ cup which now means 6.45 servings/pound
- We need 155 servings. Therefore  $155/6.45 = 24.03$  lbs (round up to 25 lbs)

# Using the Food Buying Guide Calculator to determine how much

4	Action	Food As Purchased, AP	Purchase Unit	Servings per Unit	Serving Size per Meal Contribution
	Add	Fruit, Mixed, chilled, (may include: honeydew melon, cantaloupe, watermelon, grapes, etc.)	Gallon / (97.7 oz)	64	1/4 cup fruit and liquid
	Add	Fruit, Mixed, canned, Fruit Cocktail (peaches, pears, pineapple, grapes, cherries)	No. 10 Can / (106 oz)	46.9	1/4 cup fruit and liquid
	Add	Fruit, Mixed, canned, Fruit Cocktail (peaches, pears, pineapple, grapes, cherries)	No. 10 Can / (106 oz)	37	1/4 cup <u>drained</u> fruit

Food Item Description		Purchase Unit	5 Number of Purchase Units on Hand	Number of Servings	Exact Quantity	9 Buy Purchase Units
X	Fruit, Mixed, canned, Fruit Cocktail (peaches, pears, pineapple, grapes, cherries), 1/4 cup drained fruit	No. 10 Can (106 oz)	0	145	7.8379	8.00

#	7 Serving Size	8 Number of Servings	
1	1/2 cup	145	Remove Serv

- Mixed Fruit, Canned = For every 1-#10 Can, you get 37 servings at ¼ cup (drained)
- We are serving a ½ cup which now means 18.5 servings/#10 can
- We need 145 servings. Therefore  $145/18.5 = 7.8379$  lbs (round up to 8-#10 Cans)



# Actual Meals Served Column

- Student, a la carte, and adult numbers should come from your **ACTUAL** POS report NOT from tray counts, etc.

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings
							Actual		
WG Chicken Nuggets	Tyson	K-8	5 each	175	180	7.5 bags	168	2	5
Broccoli	R-175	K-8	½ Cup	75	80	12# (4 bags)	70	0	3
Baby Carrots, Fresh	DOD	K-8	½ Cup	150	155	25# (5 bags)	135	0	5
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup	140	145	8-#10 Cans	131	1	4
1% White Milk	PF	K-8	1 each	36	50	1 crate	32	10	2
1% Chocolate Milk	PF	K-8	1 each	112	150	3 crates	112	25	1
BBQ Sauce Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	65	0	0
Ketchup Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	60	0	0
Ranch Packets	Hidden Valley	K-8	1-2 pkt	100	100	100 pkts	90	0	0

# Leftovers Column

- Once the meal service is over, staff should record leftovers in servings
- This will assist with any revisions when the menu is served in the future to reduce leftovers
- NOTE* – should only plan/prepare one meal per student

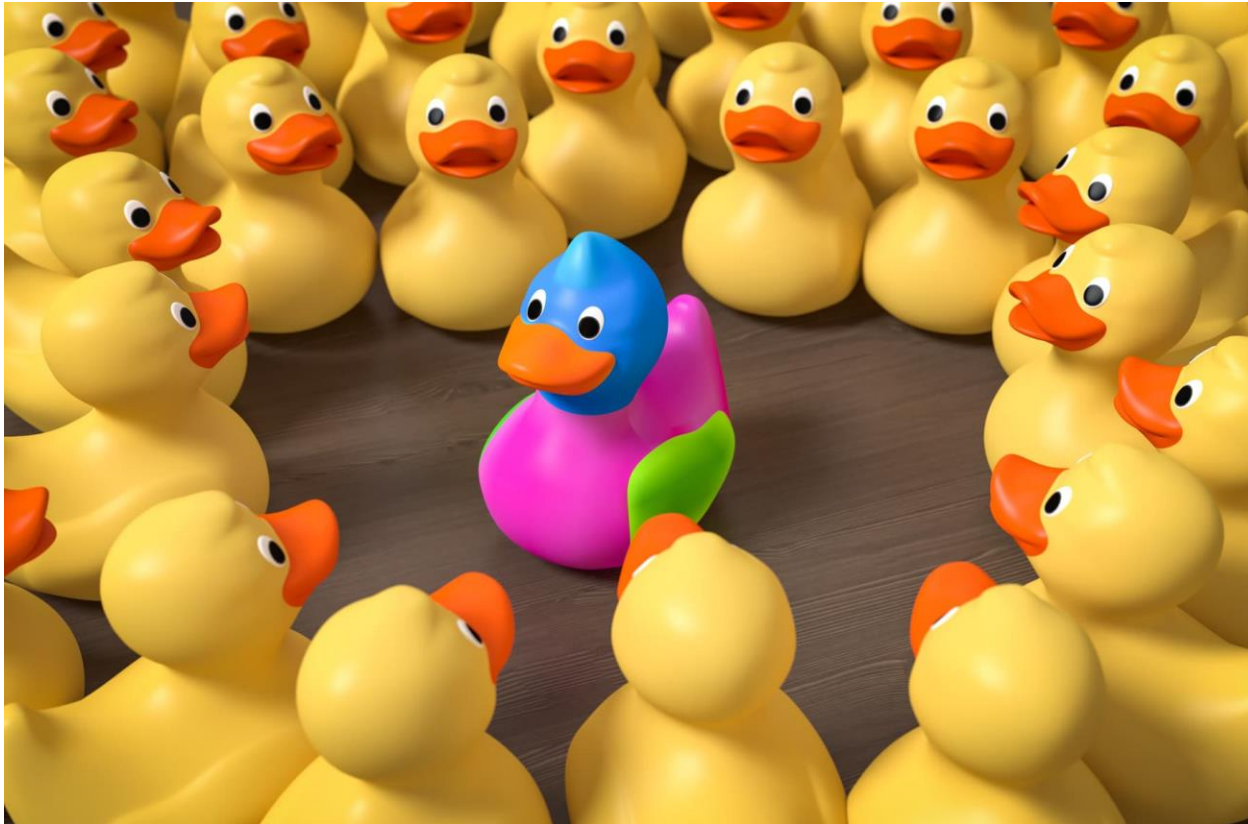


Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/ Weight/ Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
WG Chicken Nuggets	Tyson	K-8	5 each	175	180	7.5 bags	168	2	5	5
Broccoli	R-175	K-8	½ Cup	75	80	12# (4 bags)	70	0	3	7
Baby Carrots, Fresh	DOD	K-8	½ Cup	150	155	25# (5 bags)	135	0	5	15
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup	140	145	8-#10 Cans	131	1	4	9
1% White Milk	PF	K-8	1 each	36	50	1 crate	32	10	2	6
1% Chocolate Milk	PF	K-8	1 each	112	150	3 crates	112	25	1	12
BBQ Sauce Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	65	0	0	35
Ketchup Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	60	0	0	40
Ranch Packets	Hidden Valley	K-8	1-2 pkt	100	100	100 pkts	90	0	0	10



- It is very important that the entire production record is completed at the end of the day that the meal is served
- Accuracy fades as time extends
  - It is easiest to remember what was done on the day of service

# Unique Situations and What to Do



# My school building serves K-12 in the same building or MS/HS together...

- You do not have to do separate PRs for each grade group in same building
  - However, you must separate the amount by grade groups and portions
- List the grade group(s) for which the menu is planned.
  - Breakfast → K-5, 6-8, K-8, 9-12, K-12
  - Lunch → K-5, 6-8, K-8, 9-12

# Production Record

Site: Apple Elementary School

Meal Date: August 28<sup>th</sup>, 20xx

Total Projected Reimbursable Lunches

K-8 → 175

9-12 → 50

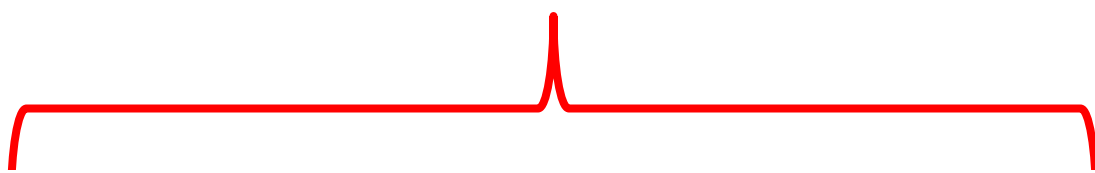
**MENU:** WG Chicken Nuggets  
Broccoli  
Fresh Baby Carrots  
Mixed Fruit  
1% White/1% Chocolate Milk  
WG Roll (9-12 only)

List all food Items (including condiments)	Recipe or Product (Name and Number)	Grade Group	Portion Size*	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
WG Chicken Nuggets	Tyson	K-8	5 each	175	180	10 bags	168	2	5	7
		9-12	5 each	50	55		51	2	0	
Broccoli	R-175	K-8	½ cup	75	80	7 lbs	70	0	3	17
		9-12	½ cup	25	30		20	0	0	
Fresh Baby Carrots	DOD	K-8	½ cup	150	155	31 lbs	135	0	5	25
		9-12	½ cup	40	45		35	0	0	
Mixed Fruit	US Foods	K-8	½ cup	140	145	16-#10 cans	131	1	4	14
		9-12	½ - 1 cup	40	45		40	0	0	
1% White Milk	PF	K-8	1 ea	36	50	2 crates	32	10	2	41
		9-12	1 ea	15	50		15	0	0	
1% Chocolate Milk	PF	K-8	1 ea	112	150	4 crates	112	25	1	27
		9-12	1 ea	32	50		30	5	0	
BBQ Sauce	Heinz	K-8	1-2 pkt	100	100	150 pkts	65	0	0	60
		9-12	1-2 pkt	50	50		25	0	0	
Ranch	Hidden Valley	K-8	1-2 pkt	100	100	150 pkts	60	0	0	59
		9-12	1-2 pkt	50	50		31	0	0	
Ketchup	Heinz	K-8	1-2 pkt	100	100	150 pkts	90	0	0	20
		9-12	1-2 pkt	50	50		40	0	0	
WG Dinner Roll	Bakecrafters	9-12	1 roll	50	55	55 rolls	50	0	0	5

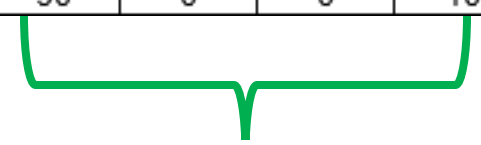
# I receive my food from another school...

- Even if you receive your meals from another school, you still need a production record
  - Separate PR for each site
  - The school preparing the meals completes the first half of the PR and is sent with the food when delivered
  - Receiving school fills out the second half of the PR and keeps for recordkeeping

## Prep Kitchen completes this section



Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Actual			
							Student Servings	A la Carte Servings	Adult Servings	Leftovers
WG Chicken Nuggets	Tyson	K-8	5 each	175	180	7.5 bags	168	2	5	5
Broccoli	R-175	K-8	½ Cup	75	80	12# (4 bags)	70	0	3	7
Baby Carrots, Fresh	DOD	K-8	½ Cup	150	155	25# (5 bags)	135	0	5	15
Mixed Fruit, Light Syrup	US Foods	K-8	½ Cup	140	145	8-#10 Cans	131	1	4	9
1% White Milk	PF	K-8	1 each	36	50	1 crate	32	10	2	6
1% Chocolate Milk	PF	K-8	1 each	112	150	3 crates	112	25	1	12
BBQ Sauce Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	65	0	0	35
Ketchup Packets	Heinz	K-8	1-2 pkt	100	100	100 pkts	60	0	0	40
Ranch Packets	Hidden Valley	K-8	1-2 pkt	100	100	100 pkts	90	0	0	10



Receiving school  
completes this section



# Sample Salad or Food Bar PR

1. School: Brookside HS  
 2. Date: 10/21/xx  
 3. Completed by: Jane Doe

## ***SAMPLE*** **Fruit/Veggie Bar** **Production Record**

12. Total Student Meals: 55  
 13. Total Adult Meals: 5  
 14. Total Meals Served: 60

Food Items	Recipe/ Product	HACCP	Unit of Measure	4. Total Planned	5. Amount Added	6. Total Amt. Prepared	7. Amount Leftover	8. Total Amount Served	9. Time Temp 1 <sup>st</sup> Period	10. Time Temp 2 <sup>nd</sup> Period	11. Time Temp 3 <sup>rd</sup> Period
<b>Fruit:</b> Allowed up to 1 cup/serving											
Apple (1 ea = 1 cup)	Fresh	1	1 each	24	0	24	12	12			
Orange (1 ea = ½ cup)	Fresh	1	1 each	50	0	50	2	48			
Banana (1 ea = ½ cup)	Fresh	1	1 each	24	0	24	5	19			
Canned fruit (1/2 cup): <u>Peaches</u>	USDA	1	½ cup	20	0	20	10	10			
<b>Vegetables:</b>											
Lettuce, Romaine (1/2 cup = 1/4 cup)	Fresh	1	LB	10	0	10	2	8			
Tomatoes, Sliced (1/8 cup)	Fresh	1	LB	8	0	8	0	8			
Garbanzo Beans (1/8 cup)	Fresh	1	LB	5	0	5	2	3			
Peas (1/8 cup)	Fresh	1	LB	3	0	3	1	2			
Cucumbers, Sliced (1/8 cup)	Fresh	1	LB	3	0	3	0	3			
Carrots, Shredded (1/8 cup)	Fresh	1	LB	3	0	3	1	2			
Other: <u>Cauliflower (1/8 cup)</u>	Fresh	1	LB	2	0	2	1	1			
<b>Condiments:</b>											
Italian Dressing, Lite – 1 pkt	Kraft	1	1.5oz pkt	20	0	20	5	15			
French Dressing, Lite – 1 pkt	Kraft	1	1.5oz pkt	1	0	10	3	7			
Ranch Dressing, Lite – 1 pkt	Kraft	1	1.5oz pkt	40	0	40	2	38			

15. NOTES: \_\_\_\_\_

# Sample After School Snack PR

## After School Snack Production Record

School Name Apple Elementary School

Week of September 9-13, 20xx

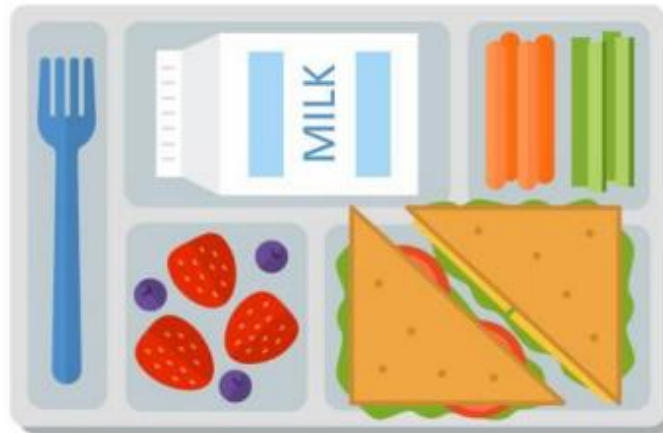
	Check (✓) Menu Components for each day (must ✓ at least 2 required components).	Snack Menu	Portion Size	Total Amount Prepared	# of Students Served	# of Adults Served
Monday	<input type="checkbox"/> M/MA (1oz) <input checked="" type="checkbox"/> G/B (1 oz) <input type="checkbox"/> F/V (3/4 cup) <input checked="" type="checkbox"/> Milk (1 cup)	WGR Cheez-its  1% White Milk OR 1% Chocolate Milk	1 pkg (1oz)  1 carton	50 pkgs  15 cartons  35 cartons	41	2
Tuesday	<input type="checkbox"/> M/MA (1oz) <input checked="" type="checkbox"/> G/B (1 oz) <input type="checkbox"/> F/V (3/4 cup) <input checked="" type="checkbox"/> Milk (1 cup)	WG Cinnamon Toast Crunch  1% White Milk OR 1% Chocolate Milk	1 bowl (1oz)  1 carton	50 pkgs  15 cartons  35 cartons	38	2
Wednesday	<input type="checkbox"/> M/MA (1oz) <input checked="" type="checkbox"/> G/B (1 oz) <input checked="" type="checkbox"/> F/V (3/4 cup) <input type="checkbox"/> Milk (1 cup)	WG <u>Sunchips</u>  100% Apple Juice	1 pkg (1oz)  6 fl. oz	50 pkgs  50 each	42	2
Thursday	<input checked="" type="checkbox"/> M/MA (1oz) <input checked="" type="checkbox"/> G/B (1 oz) <input type="checkbox"/> F/V (3/4 cup) <input type="checkbox"/> Milk (1 cup)	String Cheese  Saltine Crackers	1 oz pkg  4 pkgs (2 <u>ct</u> )	50 each  50 – 4 pkgs	45	2
Friday	<input type="checkbox"/> M/MA (1oz) <input checked="" type="checkbox"/> G/B (1 oz) <input type="checkbox"/> F/V (3/4 cup) <input checked="" type="checkbox"/> Milk (1 cup)  (Ctrl)	WG Muffin  1% White Milk OR 1% Chocolate Milk	1 muffin (2oz)  1 carton	50 each  15 cartons  35 cartons	34	2

# Common Errors

- Incomplete PR
  - No portion size listed
  - No leftovers recorded
  - All items offered are not listed (i.e. condiments)
- Information that is not accurate of what was served
  - Turkey taco meat → 2oz versus 3.44oz
  - French Fries → 4oz versus ½ cup

# Production Records Activity

Complete the production record from  
our Sample Menu for Monday



# Start off by.....

- Write in your menu items
  - Recipe/Product Name
  - Grade Group
  - Portion Size
- 
- Once you get here, think about how you would split these items based on 350 projected student servings!

## Production Record

Site: Lincoln School District

Meal Date: Monday 4/16/25

Total # of Projected Reimbursable Meals: 350

\*It is recommended that a separate production record be completed for each meal service line, as it is a requirement that EACH service line must meet the meal pattern requirements.

Menu:

chicken Nuggets w/ Breadstick  
OR  
uncrustable

Vegetable Sub-groups:

G=Green

RO=Red/orange

BP=Beans/Peas

S= Starchy

O= Other

	Food Item	Recipe	Grade group	Portion size	Student projected servings	Total projected servings	Amt food used (wt or quantity)	Actual student servings	Actual a la carte servings	Actual adult servings	leftovers
Meat/Meat Alternate:	Chicken Nugget	16478	9-12	5 each	300	325	14 Bags				
	Uncrustable	16960	9-12	1 each	50	55	1 case				
Grain:	Breadstick	12194	9-12	1 each	300	325	1 case				
Fruit:	Apple sauce	USDA	9-12	1/2 cup	200	220	10 cans				
	Orange Juice - Suncup	402405	9-12	1 carton	200	220	3 cases				
	Cranberry Juice - Suncup	400505	9-12	1 carton	100	100	2 cases				
Vegetable:	Cherry Tomatoes	G RO BP S O DoD	9-12	3/4 cup	250	275	70 #				
		G RO BP S O									
	Broccoli, fresh	G RO BP S O DoD	9-12	1/4 cup	100	100	4 #				
		G RO BP S O									
Milk:	FF choc Milk	11632	9-12	1 carton	300	300	10 cases				
	1% white Milk	11651	9-12	1 carton	50	50	1 case				
Condiments:	BBQ Sauce	732671	9-12	1 pkt	600	600	6 cases				
	Ranch	84631	9-12	1 pkt	200	200	2 cases				
	Ketchup	707321	9-12	1 pkt	100	100	1 case				



# Production Record

Site: Lincoln School District

Meal Date: Monday 4/16/25

Total # of Projected Reimbursable Meals: 350

\*It is recommended that a separate production record be completed for each meal service line, as it is a requirement that EACH service line must meet the meal pattern requirements.

Menu:

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	Food Item	Recipe	Grade group	Portion size	Student projected servings	Total projected servings	Amt food used (wt or quantity)	Actual student servings	Actual a la carte servings	Actual adult servings	leftovers
Meat/Meat Alternate:	Chicken Nugget	16478	9-12	5 each	300	325	14 Bags	305	—	5	15
	Uncrustable	6960	9-12	1 each	50	55	1 case	42	—	1	12
Grain:	Breadstick	12194	9-12	1 each	300	325	1 case	300	—	5	20
Fruit:	Apple sauce	USDA	9-12	1/2 cup	200	220	10 cans	180	—	6	34
	Orange Juice - Suncup	402405	9-12	1 carton	200	220	3 cases	192	—	3	25
	Orange Juice - Suncup	400505	9-12	1 carton	100	100	2 cases	61	—	3	36
Vegetable:	Cherry Tomatoes	G RO BP S O DoD	9-12	3/4 cup	250	275	70 #	215	—	6	54
	Broccoli, fresh	G RO BP S O DoD	9-12	1/4 cup	100	100	4 #	72	—	6	22
		G RO BP S O									
		G RO BP S O									
Milk:	FF choc Milk	1632	9-12	1 carton	300	300	6 cases	261	—	4	35
	1% white Milk	1651	9-12	1 carton	50	50	1 case	40	—	2	8
Condiments:	BBQ Sauce	732671	9-12	1 pkt	600	600	6 cases	500	—	—	100
	Ranch	84631	9-12	1 pkt	200	200	2 cases	200	—	—	—
	Ketchup	707321	9-12	1 pkt	100	100	1 case	75	—	—	25

# Menu Pattern/Planning Resource Handout

Multiple links to various resources to  
take back to school with you



**MISSION  
ACCOMPLISHED**



# Nutrition Department

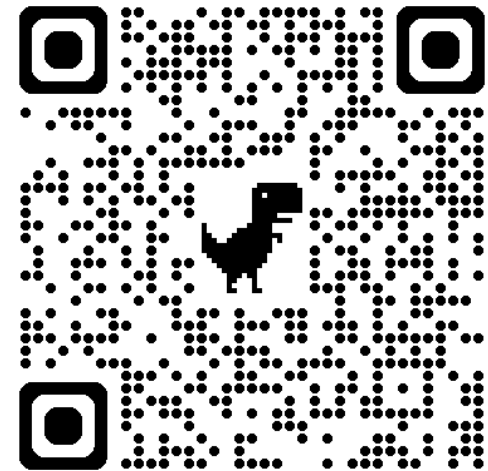
## Illinois State Board of Education

**Telephone:** 800/545-7892 in Illinois only  
217/782-2491

**Fax:** 217/524-6124

**Email:** [cnp@isbe.net](mailto:cnp@isbe.net)

**Website:** [www.isbe.net](http://www.isbe.net)



Thank you

# MISSION 1: RESOURCES

Breakfast Meal Pattern:



USDA Certification Worksheets



Lunch Meal Pattern



USDA Approved Software



Vegetable Subgroup



ISBE Breakfast Menu Planner



Exhibit A: Grains Chart



Reducing Sugars at Breakfast



Menu Planner for School Meals



ISBE Lunch Menu Planner

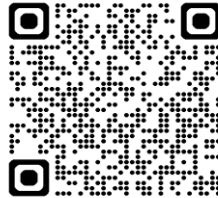


## MISSION 2: RESOURCES

USDA CN/PFS Webpage



Food Buying Guide



USDA CN Labeling Page



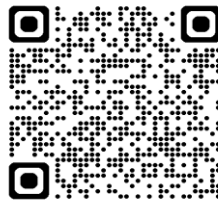
ISBE Standardized Recipe Form



PFS Tip Sheet



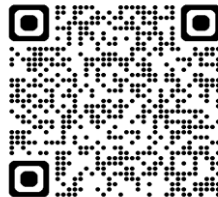
USDA Foods Fact Sheet



CN Recipe Box



Cycle Menu Resources

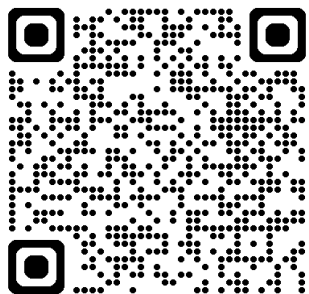


Menu Planner for School Meals

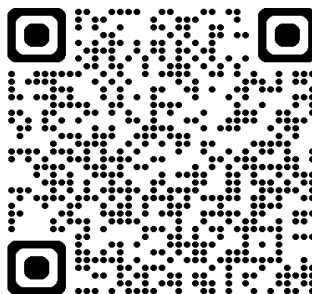


## MISSION 3: RESOURCES

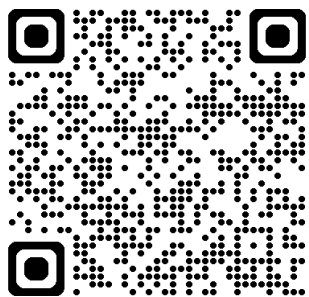
Breakfast Menu Planner



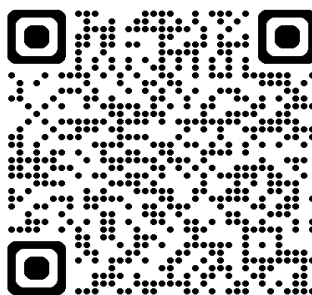
Food Buying Guide



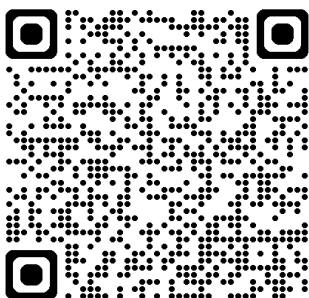
Lunch Menu Planner



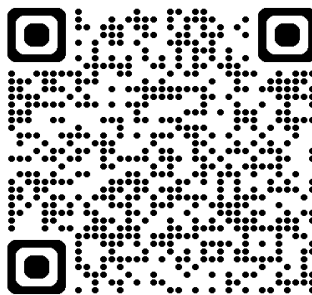
ISBE Standardized Recipe Form



PFS Tip Sheet

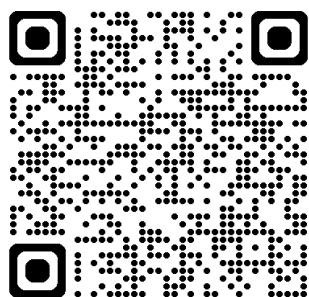


USDA Foods Fact Sheet

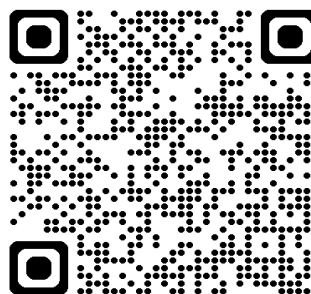


## MISSION 4: RESOURCES

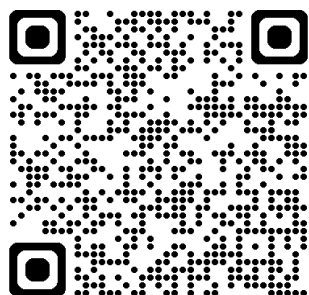
Sample Production Record v1



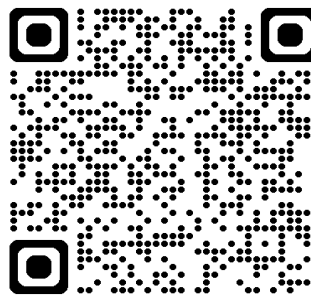
Sample Production Record v2



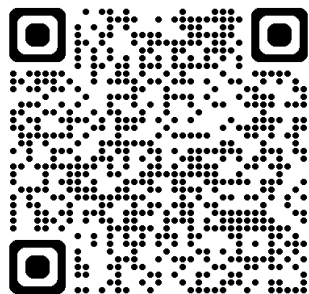
USDA Training Course



Lunch Assist Training Course



Basics at a Glance



USDA Crediting Webpage

