

Lunch Menu Planner

School / Site Name:

Menu Week:

Component	Weekly Requirement (daily)	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
Milk							
<i>At least two varieties must be offered daily: 1% or less.</i>	All grades: 5 cups (1 cup)						
Meat / Meat Alternate							
<i>- Daily & 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)						
Grain/Bread							
<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)						
Whole Grain-Rich (WGR) Evaluation	<i>80% of the grains must be WGR for the week</i>						
	WGR						
	Grain/Bread						
		<i>WGR percentage →</i>					
Vegetable - <i>Daily & Weekly minimum must be met.</i>	K-8: 3 ¼ cups (3/4 cup) 9-12: 5 cups (1 cup)						
Dark Green	All grades: 1/2 cup <i>(1 cup leafy greens = ½ cup)</i>						
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						
Fruit - <i>Daily & Weekly minimum must be met.</i>							
	K-8: 2 ½ cups (1/2 cup) 9-12: 5 cups (1 cup)						

Column Breakdown Explanation:

Component Column	These are the required components that must be offered daily (milk, meat/meat alternate, grain/bread, vegetable and fruit).
Weekly & Daily Column	These are the minimum weekly and daily requirements. <i>Note:</i> the daily requirements are in parentheses ().
Monday – Friday Columns	This is each day's respective menu along with the daily crediting amount to determine if you meet the daily requirements.
Weekly Columns	This is the grand total crediting amounts for each component to determine if you met the weekly requirements.

How to complete the menu worksheet:

- Start with Monday and record all food items by component offered to the students – along with the crediting amount (i.e. oz eq or cups).
 - M/MA and G/B must be in ounce equivalents (oz eq).
 - Milk, vegetables and fruit must be in volume amounts (1/8 cup, 1/4 cup, 1/2 cup, 3/4 cup, 1 cup, etc)
- Milk:
 - List all milk options offered on the worksheet along with the crediting amount. *Example* → 1% white/chocolate (1 cup)
 - Add up the crediting amount for each day to determine the grand total weekly amount.
- Meat/Meat Alternate (M/MA):
 - Record the M/MA option(s) along with the crediting amount (i.e. ounce equivalents) for each day. *Example* → Beef Patty (2 oz eq)
 - If offering more than 1 entrée choice, circle the entrée choice that provides the least crediting amount. If they are equal, circle only one.
 - Add up the circles for each day to determine the grand total weekly amount.
- Grain/Bread (G/B):
 - Record the G/B option(s) along with the crediting amount (i.e. ounce equivalents) for each day.
 - Recommend notating the whole grain-rich items for the WGR evaluation. *Example* → WGR Bun (2 oz eq).
 - If offering more than 1 entrée choice, circle the entrée choice that provides the least crediting amount. If they are equal, circle only one.
 - Add up the circles for each day to determine the grand total weekly amount.
- Whole Grain-Rich (WGR) evaluation:
 - Add up the WGR crediting amount (i.e. ounce equivalents) offered for each day.
 - Add up G/B crediting amount (i.e. ounce equivalents) for ALL grains offered for each day.
 - Then add up the WGR and G/B by day to determine the grand total weekly amount.
 - Divide the WGR by the G/B to determine the weekly percentage x 100. *Example* → $49 \text{ WGR} / 57 \text{ G/B} = 0.8596 \times 100 = 85.96\%$
- Vegetable Subgroups:
 - Record the vegetables offered by categorizing them by their subgroup along with the crediting amount for each day.
 - NOTE** - If offering more than 1 entrée choice, you cannot credit the vegetable in the entrée because all students would not have access to the specific subgroup. All students should have equal access to the vegetable subgroup regardless of the entrée selected.
 - Add up the vegetable subgroups to determine the grand total weekly amount.
- Fruit:
 - Record the fruit offered along with the crediting amount. *Example* → peaches (1/2 cup)
 - Add up the crediting amount for each day to determine the grand total weekly amount.
- After you record the food items offered daily, evaluate that you are meeting the daily requirements before you proceed to the next day. If the minimum daily requirements are not met, re-evaluate the menu and make changes were needed.
- Lastly, make sure weekly requirements meet the minimum requirements. If not, re-evaluate the menu and make changes where needed.