

SUMMER FOOD SERVICE PROGRAM FOR CHILDREN MENU RECORD BOOK

Breakfast, Lunch and Snack



SFSP Sponsoring Organization: _____

Name of Kitchen: _____

Dates of Operation: _____

**Early Childhood Education and Care Department
Family Nutrition Bureau
505-841-4856 (Albuquerque)
1-800-EAT-COOL (Statewide)
www.summerfoodnm.org**

2024

TABLE OF CONTENTS

| | |
|---|-----|
| Introductions and Definitions | 3 |
| Guidelines for Purchasing Foods | 6 |
| USDA Meal Pattern Requirements | 12 |
| Documentation for Commercially-Prepared Foods | 14 |
| CN (Child Nutrition Labels) | 15 |
| Manufacturer's Product Analysis/Formulation Statement | 16 |
| Food Handler's Guide to Safe Food | 17 |
| Food Safety in the Summer | 18 |
| Guides to Completing the Menu Record Book | |
| Special Considerations in Menu Planning and Recording | 21 |
| Breakfast Section | 24 |
| Lunch Section | 47 |
| Snack Section | 77 |
| Appendix A | |
| Feeding Children with Special Dietary Needs | 95 |
| Non-Dairy Beverages | 97 |
| Guidelines for Menu Planning | 99 |
| Nutrient Density | 101 |
| Appendix B | |
| Breakfast Menu | 104 |
| Cold Lunch Menu | 105 |
| Cold and Hot Lunch Menu | 106 |
| Healthy School Lunch Menu | 107 |
| Vegetarian Lunch | 109 |
| Appendix C | |
| Breakfast Cereals | 113 |
| A Guide for Selecting Creditable Cheese | 115 |
| Crackers | 117 |
| Fabulous Fiber | 119 |
| Granola and Fruit Bars | 121 |
| Iron for Children | 123 |
| 100% Juice Requirements | 124 |
| Vitamin A and Vitamin C Foods | 125 |
| Kitchen Helps/Tips/Hints | |
| Common Can and Jar Sizes | 129 |
| Recipe Conversion Charts | 130 |
| Weight & Volume of Commonly Served Foods | 131 |
| Common Abbreviations | 132 |
| Amount to Prepare When Serving 1/8 & 3/8 Cups | 133 |

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<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>

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1. mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

2. fax:
(833) 256-1665 or (202) 690-7442; or

3. email:
Program.Intake@usda.gov

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(07/25/2022)

INTRODUCTION

This Menu Record Book (MRB) is a tool that has been developed for Summer Food Service Program for Children sponsors to record breakfast, lunch and snack menus and the quantities of foods prepared daily.

The MRB serves as a basic record for auditing purposes. Sponsors may use other forms of records to track meal production including on-line methods. This is the only method by which the State Agency ensures that sponsoring organizations prepare meals that meet the United States of Agriculture (USDA) meal pattern and portion size requirements.

The purpose of the Menu Record Book is to provide you with useful information to:

- a. plan and record menus and portion sizes which meet the USDA meal pattern requirement,
- b. plan and record food items which are creditable following Federal and State guidelines,
- c. record the calculated amounts of food needed for the number of persons planned,
- d. record the actual number of meals served, and
- e. maintain a daily, permanent record.

IMPORTANT!

The MRB or other written/online sources must be completed accurately and completely on **a daily basis**. The sponsor must ensure that the menu of the day must follow the established USDA meal pattern and portion size requirements. Documentation must be available at any time for review by the Early Childhood Education and Care Department (ECECD), Summer Food Service Program (SFSP) or any other Federal (USDA) Program Audit Unit staff.

Menus should be planned two or more weeks in advance. In planning menus, consider the likes and dislikes of the children. Plan nutritious and appealing meals by offering more whole grains, a greater variety of whole fruits and vegetables (fresh or frozen), and foods which contain fewer sugars, less sodium, and few solid fats.

At times, menus are revised because of changes in food deliveries, seasonal availability, and inventory. If the planned menu is changed, correct your documentation to reflect the actual foods and amounts served. Be sure to advise your families by changing the posted menu.

Please read the instructions and other important information on the next few pages carefully. This Menu Record Book should be used with the USDA Food Buying Guide for Child Nutrition Programs and the New Mexico Food Purchasing and Production Guide.

If you have any questions about this Menu Record Book or about the Summer Food Service Program for Children, please contact:

Family Nutrition Bureau
3401 Pan American Freeway, NE
Albuquerque, NM 87107
(505) 841-4856 or 1-800-328-2665 (1-800-EAT-COOL)

DEFINITIONS

The Early Childhood Education and Care Department (ECECD) reimburses sponsors participating in the Summer Food Service Program for Children sponsors for meals served. However, there are specific regulations regarding how the meals are served and what foods are served. The following definitions are used in the SFSP and it is important that sponsors become familiar with them.

Menu Record Book The completion of the Menu Record Book (MRB) is one method to document the food served and quantities used to meet the meal requirements for the USDA SFSP Meal Pattern.

Creditable Foods These are foods used to meet the requirements for a reimbursable meal. Foods are creditable based on the following: 1) nutrient content; 2) customary function in a meal; 3) USDA regulations; 4) the Food and Drug Administration's (FDA) Standards of Identity; and 5) Federal and State Agency policies.

Non-Creditable Foods These are foods that do not meet one or more of the five criteria described under the above creditable foods. A meal may contain both creditable and non-creditable foods. Non-creditable foods are allowed, for example, to supply calories to meet the energy needs of growing children, or to improve acceptability of the rest of the meal. However, non-creditable foods may not be used to meet the meal pattern requirements. This list can be found in the Appendix.

Reimbursable Meals Those meals that are served as a unit and meet the following requirements:

- USDA meal pattern requirements;
- Federal regulations; and,
- State Agency policies.

Non-Reimbursable Meals Those meals that do not meet the criteria for reimbursement.

Non-Reimbursable Foods These are foods which are non-creditable (i.e., do not meet the meal pattern guidelines) and non-reimbursable as part of total food costs. Most of these foods are very low in nutritional value.

Recommended Foods These are creditable foods that are naturally low in fat, sugar and salt. They are generally less processed than other foods in the same component.

| | |
|------------------------------|---|
| Not Recommended Foods | These are creditable foods that are generally higher in fat, sugar and salt than other recommended foods in the same component. |
| Unit | Required food components that must be served together to form a complete, reimbursable meal. |
| Component | One of four food categories meeting the USDA Meal Pattern Requirements(best practices are in paranthesis) <ul style="list-style-type: none"> • Milk (1% or Non-Fat Unflavored/Flavored) • Meat/Meat Alternates(lean protein, lentils, beans, peas) • Grains/Breads(whole grains or whole-grain rich) • Fruits/Vegetables (fresh, frozen, canned) |
| Disallowance | A meal or meals that are not approved for reimbursement by the State Agency because: <ul style="list-style-type: none"> • Meals are missing one or more of the required components • Food items or amounts of food items (production) are not recorded, in the MRB or other documentation, and there are no invoices and/or receipts to validate that the non-documented food items were purchased for a specified meal using the cycle menu. |

The USDA Food Buying Guide/Calculator is the instrument utilized by State Agency review staff to determine the exact quantities of food components required, based on menu record documentation. The servings per purchase units (sppu) indicated in this guide are used as the final authority when meals are disallowed.

The New Mexico Purchasing and Production Guide (NMP&PG) is a tool which can be used to determine the approximate quantities of food required for preparation. The quantities in this book are based on the USDA Food Buying Guide for Child Nutrition Programs. In the NMP&PG, amounts to prepare are rounded up, and therefore, not a precise method to disallow meals.

GUIDELINES FOR PURCHASING FOODS

MEAT / MEAT ALTERNATES

Refer to the **USDA Food Buying Guide for Child Nutrition Programs** for specific information on purchasing, yields, and crediting Meat/Meat Alternates.

Meat and meat alternates include meat, poultry, fish, cheese, yogurt, dry beans and peas, whole eggs, alternate protein products¹, peanut butter or other nut or seed butters, and nuts and seeds.

¹**Information about Alternate Protein Products** (APP) can be found in 7 CFR Parts 210, 215, 220, 225, and 226.

- **APP** can be credited toward all or part of the meat/meat alternate component of the meal requirements. It may be used alone or in combination with a meat or meat alternate component and must have an accompanying manufacturer's product documentation such as a Product Formulation Statement (PFS). Very specific criteria must be met in order for the product to be creditable. Please contact the State Agency nutritionist before using an alternate protein product.
- **Commercially prepared, canned, fresh or frozen combination food items** such as meat stews, pizzas, chicken nuggets, pot pies, ravioli, burritos and other entree/meat products are creditable foods only if:
 - The product contains creditable food items which meet all or part of the USDA meal pattern, and
 - The CN label and/or a manufacturer's Product Formulation Sheet are available for review by the State Agency.
- **Shelled nuts and seeds** can meet the entire serving of the meat/meat alternate component at snack, but no more than one-half serving of the meat/meat alternate component at lunch and supper.
- **Surimi seafood** (imitation crab) is creditable. A 4.4 ounce portion of surimi seafood credits as 1.5 ounce equivalent meat/meat alternate.
- **Tofu (firm)** is creditable as a meat/meat alternate at all meals. A 2.2 ounce portion credits as 1 oz. meat/meat alternate, and must contain at least 5 grams of protein; a CN label or Product Formulation Statement is needed to verify the amount of protein.
- **Tempeh** is creditable as a meat alternate. 1 ounce = 1 ounce equivalent of meat alternate.

MEAT / MEAT ALTERNATES - Continued

- **Yogurt** (dairy or soy) may be offered as a meat/meat alternate. Only commercially prepared nonfat or lowfat yogurt – either sweetened or unsweetened – may be served. It is recommended to offer sweetened yogurt with 23 grams sugar per 6 ounces. Best practice is to serve unflavored yogurt with fruit. Fruit, nuts, seeds, cereals, etc., may be added to yogurt in required amounts to meet other food component requirements.
 - Drinkable and homemade yogurt is not creditable.
 - Yogurt products such as “Go-gurt” are creditable.
 - Yogurt products such as frozen yogurt, yogurt flavored products, yogurt bars, yogurt-covered fruit and/or nuts and similar products may not be served to meet this requirement.
- **Eggs** may be served as all or part of the meat/meat alternate component at lunch, supper, and snack. They may be served any style: scrambled, baked, deviled or hard-cooked. Serving a meat/meat alternate such as eggs at breakfast is recommended, but not required. **Meat/meat alternates are considered "EXTRAS" and cannot be used to meet the breakfast requirements.** Using fresh eggs (eggs in the shell) in cooking puts children at a greater risk of salmonella infection. Children are considered a “highly susceptible” population with regard to food-borne illness. They are at a greater risk for serious complications if they get sick from food. Sponsors who serve children **must use a pasteurized whole egg product rather than fresh eggs** when preparing an egg-containing dish. The only time it is acceptable to use fresh eggs is when they are served hard-cooked.
- **Natural or process cheese and cheese substitutes** are creditable as a meat alternate. It is recommended to use natural, hard cheeses such as Swiss or Cheddar.
- **Processed cheese food, cheese food substitutes, cottage and ricotta cheese,** are creditable, but twice the amount is needed to meet the requirement. For example, two ounces of cheese food is equivalent to 1 ounce meat alternate.
- **Imitation cheese or cheese product** is not creditable.
- **Beef jerky and summer sausage** are creditable as a meat, but must have a CN label or Product Formulation Statement to verify the amount of meat.
- **Soups:** Homemade soups, containing meat, fish, poultry or other meat alternates are creditable as long as enough meat/meat alternate is prepared to meet the minimum serving size for each child. Canned soups are not creditable as a meat/meat alternate without CN or a Product Formulation Statement.

VEGETABLES / FRUITS

Refer to the **USDA Food Buying Guide for Child Nutrition Programs** for specific information on purchasing, yields, and crediting Vegetables/Fruits.

Each reimbursable breakfast, lunch, and supper must contain fruit and/or vegetables. Snacks may also include fruits and vegetables as components. To meet meal requirements, **two (2) or more different types of vegetables and/or fruits** must be served at lunch and/or supper. For example, orange juice & orange wedges are considered one type of fruit; therefore, an additional vegetable and/or fruit must be served. It is recommended to serve whole fruits and vegetables instead of juice.

- To help meet nutritional standards for quality and variety, we recommend:
 - Meals should contain foods high in **Vitamin A** at least two to three times per week and foods high in **Vitamin C** every day. Lists of vegetables and fruits high in Vitamin C and Vitamin A are found in the Appendix.
 - Meals should include foods high in fiber. Fiber is found in all vegetables and fruits. A handout on fiber can be found in the Appendix.
 - If serving canned fruit, we recommend serving fruits in their own juice.
 - A serving of cooked vegetable is considered to be drained.
 - Any fresh, frozen, or commercially canned vegetable or fruit may be used to meet the vegetable/fruit requirement.
- **Cooked dried peas, beans, or lentils** can be used as a meat alternate or vegetable component, but cannot be used to meet both components at the same meal.
- **Fruit and vegetable juices** must be 100% full-strength and may count towards no more than half of the vegetable/fruit requirement (2 juices = not reimbursable). It is recommended to serve whole fruits or vegetables instead of juice. Juice drinks, cocktails, and beverages that are not 100% juice are not creditable. The only exception to this rule is CN-labeled juice drink products.
- **Popsicles** are not creditable. Frozen fruit juice bars are creditable if they contain 100% full-strength juice and have a CN label stating the amount of fruit component.

****Salsa** is creditable under the following criteria:

- * at least 1/8 cup is served per child and the product contains all vegetable ingredients

VEGETABLES / FRUITS – Continued

- **All fluid snacks** are not reimbursable. An example of this would be serving orange juice and milk as the two components at snack.
- **Canned fruit** may include a portion of its own juice in which the fruit was packed. A serving of frozen fruit includes the juice present after the fruit is thawed. Fresh fruit may be served whole or in pieces, with or without the skin.
- **Pre-packaged, mixed food items** such as mixed vegetables or fruit cocktail do not meet the entire vegetable/fruit component. Another vegetable and/or fruit must be served to fulfill the requirements because these pre-packaged mixtures are considered just one type of vegetable or fruit. If you make your own mixed vegetables or mixed fruits, and can list the individual weights of the individual vegetables and/or fruits, the mixture can count as two or more vegetables and/or fruits as long as each vegetable or fruit provides at least 1/8 cup serving per child.
- **Combination vegetable or fruit salads**, such as a taco salad or a fruit plate with cottage cheese, served as an entree, can be counted as two or more servings of vegetables/fruits. They meet the full requirement for vegetables/fruits at a meal if they contain at least 3/4 cup of two or more vegetables or fruits that contribute at least 1/8 cup each toward the vegetable/fruit component.
- **Gelatin with fruit** must contain at least 1/8 cup of fruit to count toward the vegetable/fruit component. Gelatin is a non-creditable food, or “extra”.
- **Dried fruit** is creditable. 1/4 cup dried fruit = 1/4 cup fruit
- **Leafy green vegetables** (romaine, spinach, kale, etc.) are creditable. 1 cup raw leafy greens = 1/2 cup vegetable.
- **Home canned foods** are not creditable because of the potential food safety risk factors associated with home canned foods.
- **Condiments** (such as ketchup, mustard, jelly, and cream cheese) and seasonings are not creditable food items. However, they serve an important role in the meal because they enhance the acceptability of the meal. They are an allowable SFSP cost.
- **Reconstituted canned, ready-to-serve, and homemade soups** must contain at least 1/8 cup vegetable per serving to count toward the vegetable requirement. (1 cup tomato soup = 1/4 cup vegetable)
- **Posole or hominy** is a creditable food and credits as a vegetable.
- **Canned pie filling** is not creditable.

GRAINS

Refer to the USDA Food Buying Guide for Child Nutrition Programs for specific information on purchasing, yields, and crediting Grains.

Foods that qualify as grains are enriched or whole-grain, or made from enriched and whole-grain meal and/or flour. Bran and germ are credited the same as enriched or whole-grain meal or flour. It is recommended to serve whole grains or whole grain-rich items. Whole grains include: oatmeal, quinoa, and brown rice. Whole grain-rich items are made from 50% or more whole grains by weight, and the remaining grains if any, are enriched. Examples of grain items include, but are not limited to:

- **Breads** that are whole-grain rich or enriched
- Biscuits, bagels, rolls, tortillas, muffins, or crackers that are whole grain-rich or enriched. It is recommended to limit serving sweet crackers such as graham crackers and animal crackers due to high sugar content
- **Cooked grains** such as rice, bulgur, oatmeal, corn grits, wheat, or couscous that are enriched, whole-grain, or fortified
- **Ready-to-eat breakfast cereals** that are enriched, whole-grain, or fortified
 - Breakfast cereals (cooked, dry, or cold) may be offered as a component for breakfast or snack only
 - It is recommended to serve low-sugar cereals (6 grams sugar per dry ounce)
- Grains must serve the customary function of bread in a meal. It must be served as an accompaniment to, or be a recognizable part of the main dish (not merely an ingredient). For example, the 2 corn tortillas in an enchilada are creditable, but bread crumbs in a meat loaf are not creditable.
- **Pie crust** meets the grains component if it is part of a meat/meat alternate dish, such as a homemade beef pot pie. Sweet pie crusts or toppings in dessert items such as cobblers or crisps are not creditable because they do not serve the customary function of bread at a meal and contain sugar.
- **Granola bars, cereal bars, or grain fruit bars** may be served at breakfast and snack only. However, use caution in determining the serving amount. Often, one individually packaged bar does not equal one serving. Please refer to Exhibit A in the USDA Food Buying Guide for Child Nutrition Programs for more information on crediting granola and grain fruit bars. It is recommended to limit serving these food items due to the high sugar and fat content.
- **Rice or bread pudding** is creditable only at snack. Only the rice or bread is credited toward the grain meal pattern component. The milk used to prepare the item is not creditable as fluid milk.

GRAINS -- continued

- **Vegetable or fruit breads or muffins** such as banana, carrot, pumpkin, squash, etc. credits as a grain. The vegetable/fruit ingredients in these items may not be used to fulfill the fruit/vegetable component.
- **Rice cakes** can be used to meet the grains/breads component. Three (3) large rice cakes (weighing at least 20 grams or 0.7 ounces) equal one serving of grains/breads.
- **Popcorn** is considered a creditable whole grain. 3 cups popped popcorn (1 ounce or 28 grams) contributes 1 ounce equivalent of whole grains. It is recommended to limit the use of fat (butter), sugar, and salt.

MILK

Refer to the USDA Food Buying Guide for Child Nutrition Programs for specific information on purchasing, yields, and crediting milk.

Milk must be pasteurized, contain Vitamin A and D at levels specified by FDA, and consistent with state and local standards. Any of the following may be served: lactose-reduced; lactose free; buttermilk; or acidified milk.

Fluid milk solely meets the milk requirement. It is recommended that children 1-2 years of age be served whole milk. Unflavored low-fat (1%) or nonfat (skim) milk is recommended for children 2 years and older.

- At lunch or supper, the fluid milk must be served as a beverage.
- At breakfast or snack, milk may be served as a beverage, on cereal, or both, but not cooked into a product such as rice or bread pudding.
- Milk cannot be substituted with yogurt, juice, or water.
- **Flavored 1% or Nonfat milk** (such as chocolate or strawberry) may be offered to meet the milk requirement. It is recommended to limit serving flavored milk due to its high sugar content. Flavored milk with no more than 22 grams of sugar for an 8 fluid ounce serving is recommended. Refer to the Nutrition Facts label for nutrition information.

USDA MEAL PATTERN REQUIREMENTS FOR THE SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

| Component | Breakfast | Snack choose 2) | Lunch and Supper |
|-----------------------------------|---|----------------------------|--|
| Fluid Milk | 1 cup | 1 cup | 1 cup |
| Fruit and/or Vegetable | 1/2 cup | 3/4 cup | **2 fruits or 2 vegetables or 1 fruit + 1 veg. vegetables) **100% juice credits only as 1/2 of the fruit/ veg component at lunch and supper 3/4 cup total** |
| Grains/Breads | 1 serving | 1 serving | 1 serving |
| Meat or Meat Alternate | Recommended/Not Required* *can be served as an "extra" | 1 oz. or equivalent | 2 oz. equivalent |



What Is One Serving ?

Here are the serving sizes for some commonly used food items. . .

| Grains/Breads 1 serving or 1 oz equivalent | | Meat/Meat Alternates 2 oz meat equivalent | |
|--|-------------------------------|--|--|
| bread, bagels, rolls or buns | 25 grams/.9 oz. | cooked meat, poultry, or fish | 2 oz. |
| cold, dry cereal | 1 serving= 3/4 cup or 1 oz | cheese | 2 oz. |
| hot cooked cereal, pasta, rice, and noodles | 1/2 cup cooked or 25 grams | cottage cheese | 1/2 cup |
| pancake, waffle, and corn muffins | 31 grams or 1.1 oz. | egg | 1 large |
| crackers, pretzels or hard breadsticks | 20 grams or 0.7 oz. | cooked dry beans, peas or lentils | 1/2 cup |
| tortillas (wheat and corn), taco shells, graham/animal crackers, and biscuits | 25 grams or .9 oz. | peanut butter or other nut butters | 4 Tablespoons |
| plain granola bars and muffins (except corn) | 50grams or 1.8 oz. | shelled nuts and seeds | (may only be used to meet 1/2 the meat/meat alternate component at lunch or supper) 1 ounce |
| Grain fruit bars, granola bars, and french toast | 63 grams or 2.2 oz. | yogurt | 8 oz. or 1 cup |

SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

MEAL PATTERNS

| FOOD COMPONENTS AND FOOD ITEMS | BREAKFAST Serve all three | LUNCH OR SUPPER Serve all four | SNACK Serve two of the four |
|---|---|--|--|
| Milk | Required | Required | |
| Fluid milk (whole, low-fat, or fat-free) | 1 cup ¹ (½ pint, 8 fluid ounces) ² | 1 cup (½ pint, 8 fluid ounces) ³ | 1 cup (½ pint, 8 fluid ounces) ² |
| Vegetables and Fruits - Equivalent quantity of any combination of... | Required | Required | |
| Vegetable or fruit or | ½ cup | ¾ cup total ⁴ | ¾ cup |
| Full-strength vegetable or fruit juice | ½ cup (4 fluid ounces)=50% ⁵ | | ¾ cup (6 fluid ounces) ⁶ |
| Grains/Breads⁷ - Equivalent quantity of any combination of... | Required | Required | |
| Bread or | 1 slice | 1 slice | 1 slice |
| Cornbread, biscuits, rolls, muffins, etc or | 1 serving ⁸ | 1 serving ⁸ | 1 serving ⁸ |
| Cold dry cereal or | ¾ cup or 1 ounce ⁹ | | ¾ cup or 1 ounce ⁹ |
| Cooked cereal or cereal grains or | ½ cup | ½ cup | ½ cup |
| Cooked pasta or noodle products | ½ cup | ½ cup | ½ cup |
| Meat and Meat Alternates - Equivalent quantity of any combination of... | Optional | Required | |
| Lean meat or poultry or fish or | 1 ounce | 2 ounces | 1 ounce |
| Alternate protein products ¹⁰ or | 1 ounce | 2 ounces | 1 ounce |
| Cheese or | 1 ounce | 2 ounces | 1 ounce |
| Egg (large) or | ½ | 1 | ½ |
| Cooked dry beans or peas or | ¼ cup | ½ cup ² | ¼ cup ² |
| Peanut or other nut or seed butters or | 2 tablespoons | 4 tablespoons | 2 tablespoons |
| Nuts or seeds ¹¹ or | | 1 ounce=50% ¹² | 1 ounce |
| Yogurt ¹³ | 4 ounces or ½ cup | 8 ounces or 1 cup | 4 ounce or ½ cup |

¹ For the purposes of the requirement outlined in this table, a cup means a standard measuring cup

² Served as a beverage or on cereal or used in part for each purpose

³ Served as a beverage

⁴ Serve two or more kinds of vegetable or fruits or a combination of both

⁵ Full strength vegetable or fruit juice may be counted to meet not more than one-half of this requirement

⁶ Juice may not be served when milk is served as the only other component

⁷ Bread, pasta or noodle products, and cereal grains (such as rice, bulgur, or corn grits) shall be whole-grain or enriched. Cornbread, biscuits, rolls, muffins, etc, shall be made with whole-grain or enriched meal or flour. Cereal shall be whole-grain, enriched or fortified.

⁸ Serving sizes and equivalents will be in guidance materials to be distributed by FNS to State agencies

⁹ Either volume (cup) or weight (ounces), whichever is less

¹⁰ Must meet the requirements of 7 CFR 225 Appendix A

¹¹ Tree nuts and seeds that may be used as meat alternate are listed in program guidance

¹² No more than 50 percent of the requirement shall be met with nuts or seeds. Nuts or seeds shall be combined with another meat/meat alternate to fulfill the requirement. For purposes of determining combinations, one ounce of nuts or seeds is equal to one ounce of cooked lean meat, poultry or fish.

¹³ Plain or flavored, unsweetened or sweetened

DOCUMENTATION FOR COMMERCIALY PREPARED FOODS

To serve commercially prepared foods, such as pizza, burritos, or lasagna, documentation must be provided to support the fact that the ingredients provide the minimum amounts of meal component requirements.

There are two ways to document these products:

1. Child Nutrition (CN) label
2. Manufacturer's Product Formulation Statement (PFS)

What is the Child Nutrition (CN) Label? The CN label:

- Is a voluntary Federal labeling program for the Child Nutrition Program,
- Is a warranty for CN-labeled products,
- Allows manufacturers to claim a product's contribution to the meal pattern requirements.

A CN label will always contain the following information:

- The CN logo, which is a distinct border,
- The meal pattern contribution statement,
- A six-digit product identification number,
- USDA/FNS authorization,
- The month and year of approval.

NOTE:

A CN label does not always mean that the product provides the entire serving of the required Summer Food Service Program for Children meal component (usually meat/meat alternate).

It is important to check the quantity of food contained per portion before assuming the product provides complete meal components. Also check with the State Agency to ensure the food items served are creditable.

Because of state guidelines, some products that do have a CN label may not be creditable in the SFSP for Children program. Be sure to check the "Crediting Handbook for the Child and Adult Care Food Program" for creditable foods.

Gold Standard – CN Label

→ Chicken Stir-Fry Bowl

→ Ingredient Statement:

Chicken, brown rice, broccoli, red peppers, carrots, onions, water, olive oil, soy sauce, spices.

CN

099135

CN

Each 4.5 oz. Chicken Stir-Fry Bowl provides 1.5 oz. equivalent meat, 1.0 oz eq Grains, ¼ cup dark green vegetable, ¼ cup red/orange vegetable, and ⅛ cup other vegetable for Child Nutrition Meal Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA 09/14).

CN

CN

Net Wt.: 18 pounds



Chicken Wok Company
1234 Kluck Street Poultry, PA 12345





CORPORATE OFFICES
 9990 Princeton Glendale Road
 Cincinnati, OH 45246
 Phone 800-543-1604/513-874-8741
 Fax 513-874-7180

PRODUCT ANALYSIS FORM FOR CN PRODUCTS & NON CN PRODUCTS
PRODUCT FORMULATION STATEMENT FOR MEAT/MEAT ALTERNATE (M/MA) AND EQUIVALENT GRAINS (EG)

Product Name: Fully Cooked Country Fried Breaded Beef Steak Patties – Stick Shaped Code No: 2316-20WG

Manufacturer: AdvancePierre Foods

Case/Pack/Count/Portion Size: Net Wt. 29.06 LBS / 500 Pieces / 3.72 oz = Portion Size

A. Meat/Meat Alternate

The chart below shows the creditable amount of Meat/Meat Alternate determination.

| Description of Creditable Ingredients per Food Buying Guide | Ounces per Raw Portion of Creditable Ingredient | Multiply | Food Buying Guide Yield | Creditable Amount* |
|---|---|----------|-------------------------|---------------------|
| Ground Beef (Not more than 20% fat) | .680 | X | 74% | 0.503 |
| A. Total Creditable Amount¹ | | | | <u>0.503</u> |

B. Alternate Protein Product (APP)

If the product contains APP, the chart below to determine the creditable amount of APP is filled out.

| Description of APP, Manufacturer's name, and code number | Ounces Dry APP Per Portion | Multiply | % of Protein As-Is* | Divide by 18** | Creditable Amount APP*** |
|--|----------------------------|----------|---------------------|----------------|---------------------------------|
| | | X | | | 0 |
| B. Total Creditable Amount¹ | | | | | <u>0</u> |
| TOTAL CREDITABLE AMOUNT | | | | | <u>0.50 x 4pc = 2.00</u> |

C. EQUIVALENT GRAINS (EG)

The chart below shows the creditable amount of Grain used in finished good..

| Description of Creditable Ingredients per Food Buying Guide | Ounces per Raw Portion of Creditable Whole Grain Ingredient | % of Enrichment | Formula ¹ | Creditable Amount |
|---|---|-----------------|----------------------|---------------------------------|
| Breader | 0.198 | 85.4% | X28.35/16 | 0.30 |
| Batter | .0384 | 81.49% | X28.35/16 | 0.055 |
| D. Total Creditable Amount for Equivalent Grains | | | | <u>0.25 x 4pc = 1.00</u> |

¹Total Creditable Amount must be rounded **down** to the nearest ¼ serving. Do **not** round up.

Total weight (per portion) of product as purchased: 3.72

I certify that the above information is true and correct and that a 3.72 ounce serving of the above product (ready to cook) contains 2.00 ounces of equivalent meat and 1.00 equivalent grains when prepared according to directions.

(Reminder: Total creditable amount cannot count for more than the total weight of product)

I further certify that any APP used in this product conforms to Food and Nutrition Service regulations (7CFR Parts 210, 220, 225 or 226 Appendix A).

Kimberly Crocker

Your Name

August 13, 2018

Date

*This information is needed if a creditable Alternate Protein Product (APP) is used in the product and counted toward meeting the meat/meat alternate requirements.

**This is a CN labeled product and the CN PQC Program, which ensures that every production run obtains the above numbers, is applicable to the production of this item. The numbers above are based on the current approval.

FOOD HANDLER'S GUIDE TO SAFE FOOD

DO NOT PREPARE FOOD IF:

1. You have **DIARRHEA** or are **VOMITING**
2. You have **HEPATITIS A, SHIGELLA, SALMONELLA, or E-COLI**
3. You have an **INFECTION, WOUND, or BOIL** on hands, arms, or face.

HANDWASHING

Wash your hands as often as necessary to keep them clean!

Use warm water and soap to scrub hands and forearms for 20 seconds before rinsing.

Wash your hands:

1. Before handling food or wearing gloves
2. After handling any raw products
3. After using the restroom, smoking, or eating
4. After taking out the garbage
5. After touching your hair or skin
6. After handling money

GLOVE USAGE

Utensils or **FOOD-APPROVED GLOVES** must be used when handling food items that will no longer be cooked!

Things to remember:

1. Proper handwashing must accompany glove usage
 - ❖ Wash hands before putting gloves on for the first time, or when changing gloves
2. Change gloves when:
 - ❖ they become soiled or torn
 - ❖ a break in work has occurred, or before starting a new task

SANITIZING

1. 3-compartment sink
 - ❖ Wash, Rinse, Sanitize
2. Wiping Cloths
 - ❖ Store in sanitizing solution between uses
 - ❖ Change water when it becomes soiled

Chlorine sanitizing solution should be 100 ppm (1tsp bleach to ½ gallon water)

Do not add soap to sanitizing solution
Use proper test kit to verify concentration

POTENTIALLY HAZARDOUS FOODS (PHF's)

"PHF's are food items that support rapid growth of harmful bacteria, and include:

1. Cooked or raw animal products such as meats, poultry, dairy, fish & seafood
2. Cooked rice, beans, potatoes, & pasta
3. Tofu, raw seed sprouts, cut melon, garlic in oil, etc.
4. Any combination of the above

THE "DANGER ZONE" (DZ)

DZ= temperatures between 41°F and 135°F where illness-causing bacteria grow best

HOT FOODS

Cooked food items must be held or displayed at 135°F or above

COLD FOODS

Refrigerated food items must be held or displayed at 41°F or below



Note: Frozen food items should be held or displayed at 0°F or below

COOKING

- 145°F- eggs, whole beef, lamb, fish
- 160°F- ground meats, pork
- 165°F- poultry, stuffed meats

Always verify internal cooking temperatures with stem-type thermometer

REHEATING

All cooked food items that fall below 140°F must be quickly reheated to 165°F or above before serving

COOLING

Food items must be cooled from 135 °F to 70°F within 2 hours and from 70°F to 41°F within 4 hours.

1. Breaking down large solid items into smaller pieces
2. Placing liquid and semi-solid items into shallow metal containers

Once "broken down", food items must immediately be placed in a walk-in refrigerator/freezer or an ice bath.

THAWING FROZEN FOODS

1. As part of cooking process
2. In the refrigerator
3. Under cold running water (70°F or less for no more than 2 hours)
4. In the microwave (for immediate use)

NEVER thaw frozen foods at room temperature

FOOD PREP. AREA

1. NO eating or smoking
2. Wear clean clothes and apron
3. NO jewelry
4. Wear hair restraints



State of New Mexico Environment Department

District I

| | |
|-------------|----------|
| Albuquerque | 222-9500 |
| Rio Rancho | 771-5980 |
| Ruidoso | 258-3272 |

District II

| | |
|-----------|----------|
| Espanola | 753-7256 |
| Las Vegas | 425-6764 |
| Raton | 445-3621 |
| Santa Fe | 827-1840 |
| Taos | 758-8808 |

District III

| | |
|-------------|----------|
| Alamogordo | 437-7115 |
| Deming | 546-1464 |
| Las Cruces | 288-2050 |
| Silver City | 388-1934 |

District IV

| | |
|-----------|----------|
| Carlsbad | 885-9023 |
| Clovis | 762-3728 |
| Hobbs | 393-4302 |
| Roswell | 624-6046 |
| Tucumcari | 461-1671 |

District V

| | |
|------------|----------|
| Farmington | 327-9851 |
| Gallup | 722-4160 |
| Grants | 287-8845 |
| Los Lunas | 841-5280 |
| Socorro | 835-1287 |

www.nmenv.state.nm.us/fod

SFSP

FOOD SAFETY IN THE SUMMER

Safe Food Preparation

To keep it safe, keep it clean!

Keeping the kitchen clean is the first, and perhaps the most important, step in safe food handling. Good sanitation practices in the kitchen by properly trained staff will ensure the safety of the food you are preparing. Handwashing, sanitizing, safe thawing practices, and cooking food (especially meat) to proper temperatures are the cornerstones of safe food preparation.

- Employees should wash their hands often throughout the day. Even at times it is not usually thought about - when they arrive at work, before handling any food, and both before and after handling raw meat and poultry.
- Sanitize cutting boards and surfaces after each use using a solution of 1 teaspoon chlorine bleach in 1 quart of water. Wash kitchen towels at least each day in hot water in a washing machine.
- Don't cross-contaminate. Keep raw meat, poultry, fish and their juices away from other food while thawing or storing it in the refrigerator, and again during food preparation. After preparing raw meats for cooking, wash hands, cutting board, knife, and counter tops with hot, soapy water, then sanitize surfaces and utensils.
- Cook ground meats and fresh pork to 160°, ground poultry to 165°, Whole poultry should reach 180° in the thigh and 170° in the breast. No meat should be served rare or raw in the SFSP setting.



Safe Serving at an Outdoor Site

To keep it safe, keep it cold!

Serving food at an outdoor site poses particular food safety concerns. Maintaining a proper cold temperature is an especially difficult task when your SFSP site is in the middle of the desert and 90° days are the norm. At an outdoor site, it is more important than ever to layer frozen ice packs/bankets in the cooler, and use a food thermometer regularly.

- When the food arrives, check the temperature and condition of the food. Is it packed in ice or with ice packs or ice blankets? What is the temperature on arrival? Do not hesitate to refuse the meal if it is not in good condition and at a safe temperature.
- Keep the coolers out of the direct sun. Help the coolers do their job. Remember that coolers and ice packs will only help maintain the temperature of the food in the cooler . . . they are not able to chill food that has gotten too warm!
- Check temperatures at least once during meal service. If the food begins warming up too quickly, end meal service early.
- Let your kitchen manager know whenever you have a problem with the quality or temperature of the food.

Safe Serving at an Indoor Site

To keep it safe, serve it right!

When your summer food site is indoors, you won't have the problem of keeping hot food hot and cold food cold because you will have easy access to the a heat source and ice or refrigeration.

- When serving hot food, always keep it hot using a heat source. Stir the food frequently to prevent hot spots, and have the heat source on high enough to hold the food at a minimum temp of 140°F.
- Ensure that cold foods are kept under refrigeration until time to serve, and then place them in the refrigerated section of the serving line or on ice so that they will maintain a temperature of no more than 40°F.

Handling Leftovers

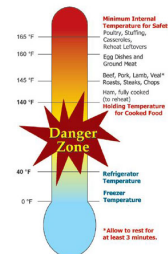
To keep it safe, store it right!

What do you do when children don't want a particular food item? Since the meal must be served as a unit, many sponsors have found that creating a "sharing box" is a good solution. The sharing box reduces waste at meal sites and offers the opportunity to serve more food to hungry children. Remember that any food intended to be served later needs to be stored safely!

- Use a cooler and ice for your sharing box. Make sure it contains only those foods that are in their original packaging and those that are in good condition (i.e, no squished sandwiches, crushed crackers, or half-eaten fruit!). The ice will keep the milk cold and all the foods tasty and safe to eat!
- For other leftovers, follow your sponsoring agency's policy on leftover food but remember. . . food that reached temps in the food temperature danger zone (40°-140°F) may not be safe to save. Remember, when it comes to food safety, our policy is . . . *When in doubt, throw it out!*

KEY POINTS IN FOOD SAFETY TO AVOID FOOD POISONING AND FOOD-BORNE ILLNESS

- A. Properly clean site and service area each day. (Refer to Environmental Improvement Division – EID – standards, Hazard Analysis Critical Control Points – HACCP – standards, or a self-inspection company policy/checklist.)
- B. Wash hands often for 20 seconds and always before preparing a new or different food item, after using the rest room and before serving food.
- C. Train food service employees on the safe use of all types of equipment and on expectations for personal hygiene.
- D. Keep hot foods hot (hold at 135°F or hotter) and cold foods cold (hold at 41°F or lower).
- E. Serve hot foods within 2 hours after cooking.
- F. Keep cold foods cold at 40°F or colder. Coolers must be layered with cooling materials such as ice, ice blankets, and/or ice packs.
- G. Keep cold foods refrigerated until packaged for transporting or served.
- H. Cover all foods.
- I. Promptly dispose of leftovers.
- J. Serve leftovers within 72 hours.
- K. Keep garbage cans covered and empty them daily.
- L. Clean and sanitize items used in the preparation, cooking, serving and delivery of meals.
- M. When transporting food, check temperatures often to ensure that the proper temperature is being maintained.
- N. Remember to keep thermometers in all refrigerators and freezers. Check them regularly and keep a temperature log. Freezers should be at 0° F or lower, refrigerators should be 40°F or lower.



KEY POINTS IN FOOD SAFETY, Continued

- O. Be sure food thermometers are available, calibrated, sanitized and used properly.
- P. Cook foods to proper internal temperatures. Use a food thermometer.
- Q. Do not partially cook food one day and complete cooking the next day.
- R. Prepare sandwiches and salads with a minimum amount of handling to avoid bare hand contact with food, use disposable plastic gloves.
- S. Thaw poultry and meat in a refrigerator on bottom shelf, inside a pan to contain any liquids. Do not thaw at room temperature or in the microwave.
- T. Discard any food that has been in the food temperature danger zone – between 41° F and 135° F – for over 1 hour.
- U. Keep meals and milk, not being served at the time, in the refrigerator or cooler at a temperature of 41° F or below.
- V. Follow manufacturer instructions exactly on how to use and clean kitchen equipment.
- W. Keep a fire extinguisher and first-aid kit handy and instruct all personnel in their location and use.
- X. Remember that you cannot determine food safety by sight, taste, odor, or smell. If there is any doubt, throw the food out.
- Y. Discard out-dated foods and dented cans.



Guidelines for Completing Menu Record Book for Breakfast



Guidelines to Completing the Menu Record Book for Breakfast

The Summer Food Service Program for Children Menu Record Book for breakfast is divided into Columns A-G.

Write in the name of the person completing the Menu Record Book page in the top right hand corner, above Sections F and G.

- **Column A. Week of service**

- Write in the dates of the week when breakfast will be served. For example, July 8 - 12. In Column A also fill in the number of **meals planned** to be served each day.
- After meal service, complete the total number of meals actually served. The total served is recorded in three areas: **Children** (served **first** and **seconds**) and **Adults**.

- **Column B. Menu**

- In this section, record the menu for each day of service. For example: Cheerios, banana, and milk.

- **Column C. Size of Serving**

- Record the serving size for each menu item listed in Column B following the USDA meal pattern requirements. For example, ½ c., 1oz eq/1 slice, etc.

- **Columns D. - G.**

- In these sections record food items used and amount prepared for all foods that were served to meet the component requirements.

- **Column D. Fruit/Vegetable (½ cup = 1 serving)**

- **Food Item(s).** Record each specific fruit and/or vegetable item served. For example, bananas.
- **Amount Prepared.** In this column record the amount, or number of purchase units for each fruit and vegetable ACTUALLY used.
For example, 50 lbs. or 3 #10 cans.

NOTE: If using a product that has a **CN (Child Nutrition) Label**, place a check in the appropriate box and file the actual CN label in the back pocket of the menu record book.

- **Column E. Grains/Breads (1 serving)**

- **Food Item(s).** In this column, record each bread or bread alternate item served.
- **Amount Prepared.** In this column record the amount, or number of purchase units, of the grains/breads ACTUALLY used in preparation.

For example: 5 # rice or 23 lbs of whole wheat buns

NOTE: If using a product that has a **CN (Child Nutrition) Label**, place a check in the appropriate box and file the actual CN label in the back pocket of the menu record book.

- **Column F. Milk (1 cup = 1 serving)**

- Record the total number of ½ pint cartons or cups served.

- **Column G. Other Foods**

- Record any extra foods in this column: i.e., those that enhance the nutritional quality or calorie content of the meal. For example, scrambled eggs. You do not need to record garnishes or flavorings.

REMEMBER . . .

**Ensure the amount of food that is used
is at least the minimum amount
required to serve first meals to children.**

SUMMER FOOD SERVICE PROGRAM MENU RECORD

BREAKFAST

- SAMPLE - SAMPLE - SAMPLE - SAMPLE -

| A. Week of: <u>July 14-18</u> | B. Menu | C. Size of Serving | D. Fruit and/or Vegetable = 1/2 cup | |
|--|--|---|--|--|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| <p style="text-align: center;">MONDAY</p> <p>Meals Planned: <u>60</u> Children Served: Firsts: <u>50</u> Seconds: <u>1</u> Adults: <u>2</u> Total <u>53</u></p> | <p><i>Cantaloupe</i></p> <p><i>Toast</i></p> <p><i>Milk</i></p> | <p><i>1/2 c.</i></p> <p><i>1 oz eq</i></p> <p><i>1 c.</i></p> | <p><i>Cantaloupe, diced</i></p> <p><input type="checkbox"/> CN LABEL on file</p> | <p style="text-align: center;">18 lbs.</p> |
| <p style="text-align: center;">TUESDAY</p> <p>Meals Planned: <u>90</u> Children Served: Firsts: <u>80</u> Seconds: <u>5</u> Adults: <u>2</u> Total <u>87</u></p> | <p><i>Canadian Bacon</i></p> <p><i>Cheese</i></p> <p><i>Eggs</i></p> <p><i>English Muffin</i></p> <p><i>Orange Slices</i></p> <p><i>Milk</i></p> | <p><i>1/2 oz.</i></p> <p><i>1/2 oz.</i></p> <p><i>1/2 ea.</i></p> <p><i>1 oz eq</i></p> <p><i>1/2 c.</i></p> <p><i>1 c.</i></p> | <p><i>Orange slices</i></p> <p><input type="checkbox"/> CN LABEL on file</p> | <p style="text-align: center;">33 lbs</p> |
| <p style="text-align: center;">WEDNESDAY</p> <p>Meals Planned: <u>100</u> Children Served: Firsts: <u>95</u> Seconds: <u>0</u> Adults: <u>2</u> Total <u>97</u></p> | <p><i>Oatmeal</i></p> <p><i>Applesauce</i></p> <p><i>Milk</i></p> | <p><i>1/2 c.</i></p> <p><i>1/2 c.</i></p> <p><i>1 c.</i></p> | <p><i>Applesauce, canned</i></p> <p><input type="checkbox"/> CN LABEL on file</p> | <p style="text-align: center;">4 1/2 #10 cans</p> |
| <p style="text-align: center;">THURSDAY</p> <p>Meals Planned: <u>100</u> Children Served: Firsts: <u>73</u> Seconds: <u>0</u> Adults: <u>2</u> Total <u>75</u></p> | <p><i>Pancakes</i></p> <p><i>Sausage</i></p> <p><i>Strawberries</i></p> <p><i>Milk</i></p> | <p><i>1 oz eq</i></p> <p><i>1-1/2 oz.</i></p> <p><i>1/2 c.</i></p> <p><i>1 c.</i></p> | <p><i>Strawberries, fresh</i></p> <p><input type="checkbox"/> CN LABEL on file</p> | <p style="text-align: center;">19 1/2 lbs.</p> |
| <p style="text-align: center;">FRIDAY</p> <p>Meals Planned: <u>75</u> Children Served: Firsts: <u>63</u> Seconds: <u>0</u> Adults: <u>1</u> Total <u>64</u></p> | <p><i>Cheerios</i></p> <p><i>Banana</i></p> <p><i>Milk</i></p> | <p><i>3/4 c.</i></p> <p><i>1/2 c.</i></p> <p><i>1 c.</i></p> | <p><i>Bananas, fresh</i></p> <p><input type="checkbox"/> CN LABEL on file</p> | <p style="text-align: center;">21 1/2 lbs</p> |

| E. Grains/Breads = 1 oz eq | | F. Milk | G. Other |
|---|-------------------------------|-----------------------|---|
| 1. Food Item(s) | 2. Amount Prepared | Total Cups or ½ Pints | List Foods |
| <p>Bread, Sliced</p> <p><input type="checkbox"/> CN LABEL on file</p> | <p>3 ½ lbs.</p> | <p>60</p> | <p>Butter, pats (60 ea.)</p> <p>Jelly, pkts (60 ea.)</p> |
| <p>English Muffins</p> <p><input type="checkbox"/> CN LABEL on file</p> | <p>5 ¼ lbs.</p> | <p>90</p> | <p>8.25 lb. Canadian Bacon</p> <p>3 lb. Cheese, grated</p> <p>5 doz. eggs</p> |
| <p>Oatmeal, dry</p> <p><input type="checkbox"/> CN LABEL on file</p> | <p>9 lbs.</p> | <p>100</p> | |
| <p>Pancakes, froz.</p> <p><input type="checkbox"/> CN LABEL on file</p> | <p>100 - 2 oz. ea.</p> | <p>100</p> | <p>Butter, pats (100 ea.)</p> <p>Pork Sausage, bulk, 13.3 #'s</p> <p>Syrup, pkts (100 ea.)</p> |
| <p>Cheerios, bowl packs</p> <p><input type="checkbox"/> CN LABEL on file</p> | <p>75 - 1 oz. ea.</p> | <p>75</p> | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

BREAKFAST

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Fruit and/or Vegetable = 1/2 cup | |
|--|---------|--------------------|---|--------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| <p style="text-align: center;">MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Grains/Breads = 1 oz eq | | F. Milk | G. Other |
|---|--------------------|-----------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | Total Cups or ½ Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

BREAKFAST

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Fruit and/or Vegetable = 1/2 cup | |
|--|---------|--------------------|---|--------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| <p style="text-align: center;">MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Grains/Breads = 1 oz eq | | F. Milk | G. Other |
|---|--------------------|-----------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | Total Cups or ½ Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |
| <input type="checkbox"/> CN LABEL on file | | | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

BREAKFAST

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Fruit and/or Vegetable = 1/2 cup | |
|--|---------|--------------------|---|--------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| <p style="text-align: center;">MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p style="text-align: center;">WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served: _____</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p style="padding-left: 40px;">Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
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SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

BREAKFAST

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Fruit and/or Vegetable = 1/2 cup | |
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SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

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GUIDELINES TO COMPLETING THE MENU RECORD BOOK FOR LUNCH



Lunch Guidelines to Completing the Menu Record Book

The Summer Food Service Program Menu Record Book for lunch is divided into Columns A-H.

Write in the name of the person completing the Menu Record Book page in the top right hand corner, above Columns F-H.

- **Column A. Week of Service**

- Write in the dates of the week when lunches will be served. *For example, July 8 - 12.* In Column A, also fill in the number of **meals planned** for each day.
- After meal service, complete the total number of meals served. The total served is divided into two groups: **Children** (firsts and seconds) and **Adults**.

- **Column B. Menu**

- In this section, record the menu for each day of service. *For example, chicken enchiladas, carrot sticks, apple and milk.*

- **Column C. Size of Serving**

- Record the serving size for each menu item listed in Column B following the USDA meal pattern requirements. *For example, 2 ounces, 1/4 c., etc.*

- **Columns D. - H.**

- In these columns record all information about the foods that were served to meet the component requirements.

- **Column D. Meat/Meat Alternates (2 ounces = 1 serving)**

- **Food Item(s).** In this column, record all items used to provide each child with 2 ounces of meat/meat alternate. *For example: diced chicken and cheddar cheese.*
- **Amount Prepared.** In this column record the amount of each meat/meat alternate item used to ACTUALLY prepare the meal. *For example, 13 # (pounds) or 3 #10 cans.* Ensure that the amount will be at least the minimum amount required to serve all children, seconds & adults.

NOTE: If the item is a pre-prepared frozen entree and carries a **CN (Child Nutrition) Label**, place a check mark in the appropriate box and keep the CN label on file in the pocket set aside for them in this book. (Refer to information about CN labels in section VII.)

- **Column E. Fruits/Vegetables (3/4 cup = 1 serving and must be from 2 or more different items)**

- **Food Items.** In this column, record each fruit and vegetable item served. Remember that you must serve two or more different fruit/vegetables to meet the 3/4 cup requirement. *For example, carrot sticks and apples*

- **Amount Prepared.** In this column record the amount (weight) or number of purchase units for each fruit and vegetable ACTUALLY used to prepare the meal.

For example: 15- #10 cans.

- Remember that the two or more items used must total to 3/4 cup. Calculate the number of 3/4 cup serving multiplying the amount of vegetable/fruit prepared, times the servings per purchase unit. Divide this number by 3 to determine the total number of 3/4 cup servings provided.

For example, the following was purchased: 5# of shredded lettuce, 8# tomatoes, and 40# of seedless grapes. The total number of 1/4 cup servings is 600.

$$\begin{aligned} 5 \times 22.2 &= 111 \text{ servings of lettuce} \\ 8 \times 8.7 &= 69 \text{ servings of tomatoes} \\ 40 \times 10.5 &= 420 \text{ servings of grapes} \end{aligned}$$

Total 1/4 cup servings = 600. The total servings are divided by 3 to obtain the number of 3/4 cup servings served (600 ÷ 3 = 200 servings). Record 200 on the indicated line.

NOTE: If using the **NM Purchasing and Production Guide**, use the appropriate tables to find and record the total number of servings needed for each item. Most foods will be listed in the book as 1/4 cup serving size. Check carefully so that at least the minimum amount needed is served.

• **Column F. Grains/Breads (1 ounce = 1 serving)**

- **Food Item(s).** In this column, record each bread or bread alternate item served to meet the meal component requirement. *For example, corn tortillas.*
- **Amount Used.** In this column record the amount, or number of purchase units of the bread or bread alternate ACTUALLY served.

For example, 10 - 1 & 1/2 # loaves, 5 # rice, or 12 lbs (300 count) hamburger buns.

NOTE: If the item is a pre-prepared frozen entree and carries a **CN (Child Nutrition) Label**, place a check mark in the appropriate box and keep the CN label on file in the pocket set aside for them in this book. (Refer to information about CN labels in section VII.)

• **Column G. Milk (1 cup = 1 serving)**

- Record the total number of 1/2 pint cartons or cups served.

• **Column H. Other Foods**

- Record any extra foods in this column: i.e., those that enhance the nutritional quality or calorie content of the meal. You do not need to record garnishes or flavorings.

Sample Menu Record Book Entry Lunch



SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH SAMPLE – SAMPLE – SAMPLE – SAMPLE – SAMPLE – SAMPLE

| A. Week of: <u>July 14 - 16</u> | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|---|--|--|--|-----------------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| MONDAY Meals Planned: <u>100</u> Children Served: Firsts: <u>86</u> Seconds: <u>10</u> Adults: <u>2</u> Total <u>98</u> | <i>Chicken Salad w/ crackers</i> <i>Celery</i> <i>Peaches</i> <i>Milk</i> | 2 oz. 8 ea. ¼ c. ½ c. 1 c. | Boneless Chicken (cooked, diced) <input type="checkbox"/> CN LABEL on file | 13 lbs. |
| TUESDAY Meals Planned: <u>150</u> Children Served: Firsts: <u>127</u> Seconds: <u>2</u> Adults: <u>3</u> Total <u>132</u> | <i>Spaghetti w/ meatballs</i> <i>Parmesan Cheese</i> <i>Tomato Sauce</i> <i>Broccoli, frozen</i> <i>Milk</i> | ½ c. 1-1/2 oz. ½ oz. ¼ c. ½ c. 1 c. | Ground Beef, 20 % Parmesan Cheese <input type="checkbox"/> CN LABEL on file | 19 ¼ lbs. 5 lbs. |
| WEDNESDAY Meals Planned: <u>180</u> Children Served: Firsts: <u>162</u> Seconds: <u>10</u> Adults: <u>2</u> Total <u>174</u> | <i>Turkey & Cheese Sandwich</i> <i>Lettuce</i> <i>Apple</i> <i>WW Bread</i> <i>Milk</i> | 1 ½ oz. ½ oz. ¼ c. ½ c. 2 sl. 1 c. | Deli-Turkey (CN) 2.51 oz=1.5 oz per CN Swiss, natural cheese slices XX CN LABEL on file | 28.5 lbs. 6 lbs. |
| THURSDAY Meals Planned: <u>300</u> Children Served: Firsts: <u>250</u> Seconds: <u>20</u> Adults: <u>15</u> Total <u>285</u> | <i>Bean & Cheese Burrito</i> <i>Corn</i> <i>Cantaloupe</i> <i>Milk</i> | 1 ea. ¼ c. ½ c. 1 c. | Bean Burrito (beans & cheese) XX CN LABEL on file | 300 ea. |
| FRIDAY Meals Planned <u>200</u> Children Served: Firsts: <u>186</u> Seconds: <u>11</u> Adults: <u>3</u> Total <u>200</u> | <i>Cheese Pizza</i> <i>Sunflower seeds</i> <i>Pizza Sauce</i> <i>Bell peppers</i> <i>Grapes</i> <i>Milk</i> | 1 sl. ea. 1 oz. 1/8 c. 1/8 c. ½ c. 1 c. | Cheese Pizza (1oz ea.) Sunflower Seeds pkts – (1 oz. ea.) XX CN LABEL on file | 200 ea. 200 ea. |

SAMPLE – SAMPLE – SAMPLE – SAMPLE – SAMPLE – SAMPLE – SAMPLE

| E. Fruits and/or Vegetables = 3/4 cup (2 or more kinds to total 3/4 c.) | | F. Grains/Breads = 1 oz eq | | G. Milk | H. Other |
|--|--|--|--------------------|-------------------------|---|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| Celery, fresh diced Peaches, fresh, small, size 80 <input type="checkbox"/> CN LABEL on file | 8 lbs. 22 1/2 lbs. | Crackers, saltines <input type="checkbox"/> CN LABEL on file | 4 1/2 lbs. | 100 | mayo, 4 c. onion, 2#'s |
| Tomato sauce Broccoli, florets <input type="checkbox"/> CN LABEL on file | 3 - #10 cans 10 1/2 lbs | Spaghetti noodles <input type="checkbox"/> CN LABEL on file | 15 lbs. | 150 | |
| Lettuce, fresh romaine Apples, fresh, size 130 <input type="checkbox"/> CN LABEL on file | 6 lbs. 25 lbs. | WW Bread <input type="checkbox"/> CN LABEL on file | 20 lbs. | 180 | 180 must-ard pkts. |
| Corn, frozen Cantaloupe, fresh <input type="checkbox"/> CN LABEL on file | 28 lbs 90 lbs | Bean burrito (tortilla) XX CN LABEL on file | 300 ea. | 300 | Salsa, 300 - 1 oz. pkts. |
| Bell peppers, strips Grapes Pizza sauce (CN) <input type="checkbox"/> XX CN LABEL on file | 7 lbs. 39 lbs. 200 – 1/8 c. ea. | Cheese pizza crust XX CN LABEL on file | 200 ea | 200 | ranch drsg 200 1 oz. Pkts |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|--|---------|--------------------------|---|--|
| 1. Food Item(s) | | | 2. Amount Prepared | |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 oz eq | | G. Milk | H. Other |
|---|--------------------|----------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|--|---------|--------------------------|---|--|
| 1. Food Item(s) | | | 2. Amount Prepared | |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
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| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 serving | | G. Milk | H. Other |
|---|--------------------|------------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
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| <input type="checkbox"/> CN LABEL on file | | | | | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|--|---------|--------------------------|---|--|
| 1. Food Item(s) | | | 2. Amount Prepared | |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
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|---|--------------------|------------------------------|--------------------|-------------------------|------------|
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| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
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SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|--|---------|--------------------|---|--------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
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| <p>THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
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SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
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| 1. Food Item(s) | | | 2. Amount Prepared | |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
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| <p>WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 oz eq | | G. Milk | H. Other |
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| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
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SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
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| 1. Food Item(s) | | | 2. Amount Prepared | |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 serving | | G. Milk | H. Other |
|---|--------------------|------------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
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SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
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| 1. Food Item(s) | | | 2. Amount Prepared | |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
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| <p>THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 serving | | G. Milk | H. Other |
|---|--------------------|------------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
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SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|--|---------|--------------------|---|--------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 serving | | G. Milk | H. Other |
|---|--------------------|------------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|--|---------|--------------------------|---|--------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| <p>MONDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>TUESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>WEDNESDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>THURSDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |
| <p>FRIDAY</p> <p><i>Meals Planned:</i> _____</p> <p>Children Served:</p> <p style="padding-left: 20px;"><i>Firsts:</i> _____</p> <p style="padding-left: 20px;"><i>Seconds:</i> _____</p> <p>Adults: _____</p> <p>Total _____</p> | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 oz eq | | G. Milk | H. Other |
|---|--------------------|----------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | B. Menu | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|---|---------|--------------------|---|--------------------|
| | | | 1. Food Item(s) | 2. Amount Prepared |
| MONDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| TUESDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| WEDNESDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| THURSDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| FRIDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 oz eq | | G. Milk | H. Other |
|---|--------------------|----------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |

SUMMER FOOD SERVICE PROGRAM MENU RECORD BOOK

LUNCH

| A. Week of: _____ | | C. Size of Serving | D. Meat/Meat Alternate = 2 ounces | |
|---|--|--------------------|---|--------------------|
| B. Menu | | | 1. Food Item(s) | 2. Amount Prepared |
| MONDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| TUESDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| WEDNESDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| THURSDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |
| FRIDAY <i>Meals Planned:</i> _____ Children Served: <i>Firsts:</i> _____ <i>Seconds:</i> _____ Adults: _____ Total _____ | | | <input type="checkbox"/> CN LABEL on file | |

| E. Fruits and/or Vegetables = 3/4 cup <small>(2 or more kinds to total 3/4 c.)</small> | | F. Grains/Breads = 1 oz eq | | G. Milk | H. Other |
|---|--------------------|----------------------------|--------------------|-------------------------|------------|
| 1. Food Item(s) | 2. Amount Prepared | 1. Food Item(s) | 2. Amount Prepared | Total Cups or 1/2 Pints | List Foods |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |
| <input type="checkbox"/> CN LABEL on file | | | | | |

GUIDELINES TO COMPLETING THE MENU RECORD BOOK FOR SNACK



Snack Guidelines To Completing the Menu Record Book

The Summer Food Service Program Menu Record Book for snack is divided into Columns 1 - 8.

- Write in the name of the person completing the Menu Record Book page in the top right and corner.
- Complete on a daily basis!
- **Column 1. Week of service**
 - Write in the dates of the week when snacks will be served. *For example, July 8 - 12.* In column 1, also fill in the number of meals you are planning to serve for each day (**Planned**). After snack service, complete the TOTAL number of meals actually served. The total served is divided into two groups: **Children (firsts and seconds)** and **Adults**.
- **Column 2. Menu**
 - In this section, record the menu for each day of service. *For example, cheese quesadilla (tortilla and cheese) and water.*

NOTE: Remember that **2 of the 4 components are required**, although it is acceptable to serve more components.

- **Column 3. Size of Serving**
 - Record the serving size for each menu item listed in Section 2 following the USDA meal pattern requirements. *For example, 2 ounces, 1/4 c., etc.*
- **Columns 4 - 7. Components**
 - In these sections record all information about the foods that were served to meet the component requirements.
- **Column 4. Meat/Meat Alternates (1 ounce meat/meat alternate or ½ cup yogurt = 1 serving)**
 - **Item Used.** On the upper half of this column, record all items used to provide each child with 2 ounces of meat/meat alternates. *For example: diced chicken and cheddar cheese.*
 - **Amount Used.** On the lower half of this column, record the **total** amount (or number of purchase units) for each meat/meat alternate ACTUALLY used for the snack. *For example, 13 # (pounds) or 3 #10 cans.* Amounts planned can also be recorded in this column. Ensure that the amount will be at least the minimum amount required to serve all firsts, seconds, and adults.
 - If more than one meat/meat alternate is served, record the total number amount or purchase units for each meat/meat alternate ACTUALLY used for the meal.

• **Column 5. Fruits/Vegetables (3/4 cup = 1 serving)**

- **Item Used.** On the upper half of this column, record each fruit and vegetable item served. At snack time, it is recommended to serve a whole fruit and a vegetable to meet the 3/4 cup requirement plus another component.
- **Amount Used.** On the lower half of this column, record the **total** amount (or number of purchase units) for each fruit and/or vegetable ACTUALLY used for the snack. Amounts planned can also be recorded in this column. Ensure that the amount will be at least the minimum amount required to serve all firsts, seconds, and adults.

For example, 5 - 1lb bags or 3 #10 cans.

- If more than one fruit and/or vegetable is served, record the total number amount or purchase units for each fruit/vegetable ACTUALLY used for the meal.

For example, the following was purchased: 5# of shredded lettuce, 8# tomatoes, and 40# of seedless grapes. The total number of 1/4 cup servings is 600.

$$\begin{aligned} 5 \times 22.2 &= 111 \text{ servings of lettuce} \\ 8 \times 8.7 &= 69 \text{ servings of tomatoes} \\ 40 \times 10.5 &= 420 \text{ servings of grapes} \end{aligned}$$

Total 1/4 cup servings = 600. The total servings are divided by 3 to obtain the number of 3/4 cup servings served ($600 \div 3 = 200$ servings).

• **Column 6. Grains/Breads (1 ounce = 1 serving)**

- **Item Used.** On the upper half of column, record each grains/breads item served.
- **Amount Used.** On the lower half of this column record the **total** amount, (or number of purchase units) for each grains/breads ACTUALLY used for the snack. Amounts planned can also be recorded in this column. Ensure that the amount will be at least the minimum amount required to serve all firsts, seconds, and adults. *For example, 10 - 1 1/2 # loaves, 5 # rice, or 300 buns.*

• **Column 7. Milk (1 cup = 1 serving)**

- Record the number of half-pints, cups or gallons served.

• **Other Items/ "extras"**

- Record any extra foods in this column: i.e., those that enhance the nutritional quality or calorie content of the meal. You do not need to record garnishes or flavorings.

SNACK PRODUCTION RECORD SAMPLE

| 1. Week of: 6/10/03 | 2. Menu | 3. Size of Serving | Select 2 of these 4 Components: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--------------------------------------|--------------------|--|---|--|--|--|---|--|----------------------------------|--|---|--|--|--|--------------------------------------|--|---|--|-----------------------------------|--|---|---|--|--|--------------------------------------|----------------|--|--|-----------------------------------|----------------|--|---|--|--|--------------------------------------|----------------|--|--|-----------------------------------|-------|--|---|
| | | | 4. Meat/Meat Alt. | 5. Fruit/Vegetable | 6. Grains/Breads | 7. Milk | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MONDAY Snacks Planned: <u>20</u> Children Served: <u>16</u> Adults: <u>2</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">18</div> | 1. <u>Milk</u> <hr/> | 1 c. <hr/> | Item Amount | Item Amount | Item Graham Crackers 1 1/4 # Amount | Item 8 oz cartons 20 Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2. <u>Graham Crackers</u> <hr/> | 3 ea. <hr/> | | | | | Other Items/ "extras": <hr/> | TUESDAY Snacks Planned: <u>20</u> Children Served: <u>15</u> Adults: <u>2</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">17</div> | 1. <u>Apple Juice</u> <hr/> | 6oz <hr/> | Item Eggs, fresh 20 ea. Amount | Item Apple juice, 6 oz. can 20 ea. Amount | Item Amount | Item Amount | 2. <u>Egg, Hard-Boiled</u> <hr/> | 1 lg. <hr/> | Other Items/ "extras": <hr/> | WEDNESDAY Snacks Planned: <u>20</u> Children Served: <u>19</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">20</div> | 1. <u>Peaches</u> <hr/> | 1/2 c. <hr/> | Item Amount | Item Peaches, canned Bananas, fresh 1-#10 c + 3 #'s bananas Amount | Item Wheat Thins 1 1/4 # Amount | Item Amount | 2. <u>Bananas</u> <hr/> | 1/4 c. <hr/> | 10 ea <hr/> | Other Items/ "extras": <hr/> | THURSDAY Snacks Planned: <u>20</u> Children Served: <u>14</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">15</div> | 1. <u>Peanut Butter</u> <hr/> | 2 Tbl <hr/> | Item Peanut Butter 1 1/2 lbs Amount | Item Amount | Item Whole Wheat Bread 1 1/4 lbs Amount | Item Amount | 2. <u>Whole Wheat Bread</u> <hr/> | 1 sl. <hr/> | Other Items/ "extras": Water <hr/> | FRIDAY Snacks Planned: <u>20</u> Children Served: <u>15</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">16</div> | 1. <u>Oranges, fresh</u> <hr/> | <hr/> | Item Natural American Cheese 1 1/2 lbs Amount | Item Oranges, size 138 Raisin boxes, 1.3 oz ea 20 ea + 20 ea Amount |
| TUESDAY Snacks Planned: <u>20</u> Children Served: <u>15</u> Adults: <u>2</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">17</div> | 1. <u>Apple Juice</u> <hr/> | 6oz <hr/> | Item Eggs, fresh 20 ea. Amount | Item Apple juice, 6 oz. can 20 ea. Amount | Item Amount | Item Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2. <u>Egg, Hard-Boiled</u> <hr/> | 1 lg. <hr/> | | | | | Other Items/ "extras": <hr/> | WEDNESDAY Snacks Planned: <u>20</u> Children Served: <u>19</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">20</div> | 1. <u>Peaches</u> <hr/> | 1/2 c. <hr/> | Item Amount | Item Peaches, canned Bananas, fresh 1-#10 c + 3 #'s bananas Amount | Item Wheat Thins 1 1/4 # Amount | Item Amount | 2. <u>Bananas</u> <hr/> | 1/4 c. <hr/> | 10 ea <hr/> | Other Items/ "extras": <hr/> | THURSDAY Snacks Planned: <u>20</u> Children Served: <u>14</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">15</div> | 1. <u>Peanut Butter</u> <hr/> | 2 Tbl <hr/> | Item Peanut Butter 1 1/2 lbs Amount | Item Amount | Item Whole Wheat Bread 1 1/4 lbs Amount | Item Amount | 2. <u>Whole Wheat Bread</u> <hr/> | 1 sl. <hr/> | Other Items/ "extras": Water <hr/> | FRIDAY Snacks Planned: <u>20</u> Children Served: <u>15</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">16</div> | 1. <u>Oranges, fresh</u> <hr/> | <hr/> | Item Natural American Cheese 1 1/2 lbs Amount | Item Oranges, size 138 Raisin boxes, 1.3 oz ea 20 ea + 20 ea Amount | Item Amount | Item Amount | 2. <u>Raisins, box</u> <hr/> | 1.3oz <hr/> | Other Items/ "extras": American Cheese <hr/> | | | | | |
| WEDNESDAY Snacks Planned: <u>20</u> Children Served: <u>19</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">20</div> | 1. <u>Peaches</u> <hr/> | 1/2 c. <hr/> | Item Amount | Item Peaches, canned Bananas, fresh 1-#10 c + 3 #'s bananas Amount | Item Wheat Thins 1 1/4 # Amount | Item Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2. <u>Bananas</u> <hr/> | 1/4 c. <hr/> | | | | | 10 ea <hr/> | Other Items/ "extras": <hr/> | THURSDAY Snacks Planned: <u>20</u> Children Served: <u>14</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">15</div> | 1. <u>Peanut Butter</u> <hr/> | 2 Tbl <hr/> | Item Peanut Butter 1 1/2 lbs Amount | Item Amount | Item Whole Wheat Bread 1 1/4 lbs Amount | Item Amount | 2. <u>Whole Wheat Bread</u> <hr/> | 1 sl. <hr/> | Other Items/ "extras": Water <hr/> | FRIDAY Snacks Planned: <u>20</u> Children Served: <u>15</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">16</div> | 1. <u>Oranges, fresh</u> <hr/> | <hr/> | Item Natural American Cheese 1 1/2 lbs Amount | Item Oranges, size 138 Raisin boxes, 1.3 oz ea 20 ea + 20 ea Amount | Item Amount | Item Amount | 2. <u>Raisins, box</u> <hr/> | 1.3oz <hr/> | Other Items/ "extras": American Cheese <hr/> | | | | | | | | | | | | | | | |
| THURSDAY Snacks Planned: <u>20</u> Children Served: <u>14</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">15</div> | 1. <u>Peanut Butter</u> <hr/> | 2 Tbl <hr/> | Item Peanut Butter 1 1/2 lbs Amount | Item Amount | Item Whole Wheat Bread 1 1/4 lbs Amount | Item Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2. <u>Whole Wheat Bread</u> <hr/> | 1 sl. <hr/> | | | | | Other Items/ "extras": Water <hr/> | FRIDAY Snacks Planned: <u>20</u> Children Served: <u>15</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">16</div> | 1. <u>Oranges, fresh</u> <hr/> | <hr/> | Item Natural American Cheese 1 1/2 lbs Amount | Item Oranges, size 138 Raisin boxes, 1.3 oz ea 20 ea + 20 ea Amount | Item Amount | Item Amount | 2. <u>Raisins, box</u> <hr/> | 1.3oz <hr/> | Other Items/ "extras": American Cheese <hr/> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| FRIDAY Snacks Planned: <u>20</u> Children Served: <u>15</u> Adults: <u>1</u> Total: <div style="border: 1px solid black; width: 40px; text-align: center; margin: 5px auto;">16</div> | 1. <u>Oranges, fresh</u> <hr/> | <hr/> | Item Natural American Cheese 1 1/2 lbs Amount | Item Oranges, size 138 Raisin boxes, 1.3 oz ea 20 ea + 20 ea Amount | Item Amount | Item Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2. <u>Raisins, box</u> <hr/> | 1.3oz <hr/> | | | | | Other Items/ "extras": American Cheese <hr/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

SNACK PRODUCTION RECORD

NM Summer Food Service Program

| 1. Week of: | 2. Menu | 3. Size of Serving | Select 2 of these 4 Components: | | | |
|--|--|--------------------|---------------------------------|--------------------|------------------|---------|
| | | | 4. Meat/Meat Alt. | 5. Fruit/Vegetable | 6. Grains/Breads | 7. Milk |
| MONDAY <i>Snacks</i> Planned: _____ Children Served: _____ Adults: _____ Total: <input style="width: 50px; height: 20px;" type="text"/> | 1. _____ _____ 2. _____ _____ Other Items/ "extras": _____ | | Item | Item | Item | Item |
| | | | Amount | Amount | Amount | Amount |
| TUESDAY <i>Snacks</i> Planned: _____ Children Served: _____ Adults: _____ Total: <input style="width: 50px; height: 20px;" type="text"/> | 1. _____ _____ 2. _____ _____ Other Items/ "extras": _____ | | Item | Item | Item | Item |
| | | | Amount | Amount | Amount | Amount |
| WEDNESDAY <i>Snacks</i> Planned: _____ Children Served: _____ Adults: _____ Total: <input style="width: 50px; height: 20px;" type="text"/> | 1. _____ _____ 2. _____ _____ Other Items/ "extras": _____ | | Item | Item | Item | Item |
| | | | Amount | Amount | Amount | Amount |
| THURSDAY <i>Snacks</i> Planned: _____ Children Served: _____ Adults: _____ Total: <input style="width: 50px; height: 20px;" type="text"/> | 1. _____ _____ 2. _____ _____ Other Items/ "extras": _____ | | Item | Item | Item | Item |
| | | | Amount | Amount | Amount | Amount |
| FRIDAY <i>Snacks</i> Planned: _____ Children Served: _____ Adults: _____ Total: <input style="width: 50px; height: 20px;" type="text"/> | 1. _____ _____ 2. _____ _____ Other Items/ "extras": _____ | | Item | Item | Item | Item |
| | | | Amount | Amount | Amount | Amount |

SNACK PRODUCTION RECORD

NM Summer Food Service Program

| 1. Week of: | 2. Menu | 3. Size of Serving | Select 2 of these 4 Components: | | | |
|---|------------------------------|--------------------|---------------------------------|--------------------|------------------|---------|
| | | | 4. Meat/Meat Alt. | 5. Fruit/Vegetable | 6. Grains/Breads | 7. Milk |
| MONDAY <i>Snacks</i> <i>Planned:</i> _____ Children Served: _____ Adults: _____ Total: <div style="border: 1px solid black; width: 50px; height: 20px; margin: 5px auto;"></div> | 1. _____ | _____ | Item | Item | Item | Item |
| | 2. _____ | _____ | Amount | Amount | Amount | Amount |
| | Other Items/ "extras": _____ | _____ | | | | |
| TUESDAY <i>Snacks</i> <i>Planned:</i> _____ Children Served: _____ Adults: _____ Total: <div style="border: 1px solid black; width: 50px; height: 20px; margin: 5px auto;"></div> | 1. _____ | _____ | Item | Item | Item | Item |
| | 2. _____ | _____ | Amount | Amount | Amount | Amount |
| | Other Items/ "extras": _____ | _____ | | | | |
| WEDNESDAY <i>Snacks</i> <i>Planned:</i> _____ Children Served: _____ Adults: _____ Total: <div style="border: 1px solid black; width: 50px; height: 20px; margin: 5px auto;"></div> | 1. _____ | _____ | Item | Item | Item | Item |
| | 2. _____ | _____ | Amount | Amount | Amount | Amount |
| | Other Items/ "extras": _____ | _____ | | | | |
| THURSDAY <i>Snacks</i> <i>Planned:</i> _____ Children Served: _____ Adults: _____ Total: <div style="border: 1px solid black; width: 50px; height: 20px; margin: 5px auto;"></div> | 1. _____ | _____ | Item | Item | Item | Item |
| | 2. _____ | _____ | Amount | Amount | Amount | Amount |
| | Other Items/ "extras": _____ | _____ | | | | |
| FRIDAY <i>Snacks</i> <i>Planned:</i> _____ Children Served: _____ Adults: _____ Total: <div style="border: 1px solid black; width: 50px; height: 20px; margin: 5px auto;"></div> | 1. _____ | _____ | Item | Item | Item | Item |
| | 2. _____ | _____ | Amount | Amount | Amount | Amount |
| | Other Items/ "extras": _____ | _____ | | | | |

SNACK PRODUCTION RECORD

NM Summer Food Service Program

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|---|------------------------------|--------------------|---------------------------------|--------------------|------------------|---------|
| | | | 4. Meat/Meat Alt. | 5. Fruit/Vegetable | 6. Grains/Breads | 7. Milk |
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Appendix A

Selected Topics of Interest:

Feeding Children With Special

Needs Non-Dairy Beverages

Guidelines to Menu Planning

Nutrient Density of Food



FEEDING CHILDREN WITH SPECIAL DIETARY NEEDS

Many children with chronic medical conditions or disabilities have no special dietary needs, and can be served the same meals as other children participating in the Summer Food Service Program. Some children may have special dietary needs and the SFSP Sponsor must make every reasonable effort to accommodate those with these needs.

To provide a modified meal at a site, the Sponsor would need advance notice from the parent and have a written medical statement from a licensed physician or state-recognized medical authority who is authorized to write medical prescriptions. The medical statement should include: the child's disability or chronic medical condition and why it restricts his/her diet; the major life activity affected by the child's disability; and, the food or foods to be omitted, appropriate food substitutions, and any required changes in the texture of foods. Sponsors should make reasonable accommodations for children who require special meals and are encouraged to call the Bureau Nutritionists for technical assistance in this area. Some of the most common special diet orders for children are food allergies, food intolerance and diabetes.

FOOD ALLERGY is an abnormal response of the body's immune system to an otherwise harmless food. Usually, the response is to a protein in the food. Although any food may cause an allergic reaction, nine foods are responsible for most of these reactions in children. These foods are milk, eggs, peanuts, tree nuts, soy, sesame, fish, shellfish and wheat. Many of the true food allergy symptoms often resemble reactions to other substances such as penicillin or bee stings. Symptoms might include respiratory or gastrointestinal problems, asthma, hives, eczema or difficulty breathing.

FOOD INTOLERANCE is an adverse food-induced reaction that does not involve the body's immune system. Lactose intolerance is one example of a food intolerance. A person with lactose intolerance lacks an enzyme that is needed to digest milk sugar. When the person eats milk products, gas, bloating, and abdominal pain may occur.

DIABETES is a metabolic disorder in which the body is unable to use effectively the carbohydrate in the diet because the person does not produce enough insulin. Insulin is secreted by the pancreas and acts like a key to the body's cells so they can use carbohydrate that has been broken down to the simplest sugar, glucose. When insulin is not present, glucose stays in the blood because it cannot get to the cells to be used for energy. Children who are diabetic often must control the amount and kinds of carbohydrate foods they eat to control their blood sugar.

NM SFSP MEDICAL STATEMENT TO REQUEST SPECIAL MEALS AND/OR ACCOMMODATIONS

| | | | | | |
|--|---|----------------------|----------|---|---|
| 1. Sponsor Name | 2. Meal Site Location | 3. Telephone Number | | | |
| 4. Name of Child or Adult Participant | | 5. Date of Birth | | | |
| 6. Name of Parent or Guardian | | 7. Telephone Number | | | |
| <p>8. Check One:</p> <p><input type="checkbox"/> Participant has a disability or a medical condition that requires a special meal and/or accommodation. Sponsors participating in SFSP <u>must</u> comply with requests for special meals and any adaptive equipment. Licensed physicians or state-recognized medical authorities who are authorized to write medical prescriptions must sign form.</p> <p><input type="checkbox"/> Participant does not have a disability, but is requesting a special meal or accommodation due to a food intolerance or other medical reason. Food preferences are not an appropriate use of this form. Sponsors participating in SFSP are encouraged to accommodate reasonable requests. Licensed physicians and state-recognized medical authorities who are authorized to write medical prescriptions must sign form.</p> <p><input type="checkbox"/> Participant does not have a disability, but is requesting a special accommodation for a fluid milk substitute that is nutritionally equivalent to milk for non-dairy beverages offered as milk substitutes. Sponsors are encouraged to accommodate a reasonable written parent request. A medical statement is not required unless the request is for a nondairy beverage that is not nutritionally equivalent to milk.</p> | | | | | |
| 9. Disability or medical condition requiring a special meal or accommodation: | | | | | |
| 10. If participant has a disability, provide a brief description of his/her major life activity affected by the disability: | | | | | |
| 11. Diet prescription and/or accommodation (please describe in detail to ensure proper implementation-use extra pages as needed): | | | | | |
| <p>12. Indicate food texture for above participant:</p> <p style="text-align: center;"> <input type="checkbox"/> Regular <input type="checkbox"/> Chopped <input type="checkbox"/> Ground <input type="checkbox"/> Pureed </p> | | | | | |
| <p>13. Foods (components) to be omitted and suggested substitution foods (components) meeting the SFSP meal pattern requirements. For example, omit cheese and substitute egg to meet the meat/meat alternate requirement. You may attach a sheet with additional information as needed):</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center; vertical-align: top;"> <p>A. Food (Component) To Be Omitted</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> </td> <td style="width: 50%; text-align: center; vertical-align: top;"> <p>B. Food (Component) Substitutions</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> </td> </tr> </table> | | | | <p>A. Food (Component) To Be Omitted</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p>B. Food (Component) Substitutions</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> |
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| 14. Signature of Parent | | | | | |
| 15. Signature of Recognized Medical Authority* | 16. Printed Name | 17. Telephone Number | 18. Date | | |

*A signature by a recognized medical authority (individual who can write a medical prescription) is required for participants with a disability. Parent/legal guardian signature is acceptable for fluid milk substitution for a child with special medical or dietary needs other than a disability (see back of form). The information on this form should be updated to reflect the current medical and/or nutritional needs of the participants. (September, 2016)

SFSP NON-DAIRY BEVERAGES

In the case of children who cannot consume cow’s milk due to medical or other special dietary needs, other than a disability, non-dairy beverages may be served in lieu of fluid milk.

Non-dairy beverages must be nutritionally equivalent to milk and meet the nutritional standards for fortification of calcium, protein, vitamin A, vitamin D, and other nutrients to levels found in cow’s milk. These nutritional standards per cup of milk are as follows:

| Nutrient | USDA Requirement Per Cup | Daily % |
|--------------|--------------------------|---------|
| Calcium | 276 mg | 28% |
| Protein | 8 mg | 16% |
| Vitamin A | 500 IU | 10% |
| Vitamin D | 100 IU | 25% |
| Magnesium | 24 mg | 6% |
| Phosphorus | 222 mg | 22% |
| Potassium | 349 mg | 10% |
| Riboflavin | 0.44 mg | 26% |
| Vitamin B-12 | 1.1 mcg | 18% |

The New Mexico Summer Food Service Program has identified several creditable non-dairy milk substitutes that meet the above criteria; please refer to the current list of SFSP-Approved Non-Dairy Beverages.

Parents or guardians may now request in writing non-dairy beverage or “milk” substitutions, without providing a medical statement. As an example, if a parent has a child who follows a vegan diet, the parent can submit a written request, using the form “Parent/Guardian Request for Fluid Milk Substitution,” to the child’s caretaker asking that a creditable non-dairy beverage be served in lieu of cow’s milk. Non-dairy substitutions are made at the discretion and the expense of the caregiver.

If the parent/guardian submits a written request for a creditable non-dairy milk substitute and provides the substitute, the caregiver may serve the requested substitute and claim reimbursement. If the parent/guardian submits a written request for a creditable non-dairy milk substitute and chooses not to provide the substitute, the caregiver has the option to meet the request of the parent/guardian by supplying the non-dairy milk substitute and claim reimbursement.

If the parent requests a non-creditable non-dairy beverage, a medical statement from the doctor will be needed for reimbursement. The medical statement must identify the medical or other special dietary need that restricts the diet of the child. The requirements related to milk or food substitutions for a participant who has a medical disability and who submits a medical statement signed by a licensed physician remain unchanged.

For additional guidance regarding non-dairy beverages, please contact your assigned SFSP Compliance Officer or the SFSP Nutrition Education and Training staff.

Revised July 2022

SFSP Approved Non-Dairy Beverages

**Great Value Original
Soymilk
Walmart**



**Pacific Ultra Soy
Original
Vanilla**



**8th Continent Soymilk
Original**



**8th Continent Soy
Vanilla**



**Silk Original Soymilk
Plain**



**Lucerne Soy Milk
Original**



**Kirkland Organic
Soymilk
Plain**



**Silk Soymilk
Very Vanilla/
Chocolate
(8 oz. only)**



**Pearl Organic Soy
8 oz. Smart
Vanilla/
Chocolate**



GUIDELINES FOR MENU PLANNING

I. Planning Considerations Relating to the Child and Adult Care Food Program and the Summer Food Service Program

- Ages
- Nutritional needs, including special diets
- Food preferences
- Religious beliefs/Culturally appropriate
- Socioeconomic situation
- Arrival and departure schedules

II. Planning Considerations Relating to the Food Service Operation

- Preparation systems (conventional vs. convenience)
- Number of children to be served
- Equipment available
- Employee skills
- Budget
- Availability of foods
- Recipes
- Hours of operation
- The location of the kitchen



III. Other Considerations

- Aesthetic qualities and contrasts (color, texture, flavor, consistency and temperature)
- Delivery system (including temperature maintenance of foods)
- Physical needs of the children

Guidelines for Menu Planning

Serving Nutritious and Appealing Meals

- Include a variety of colorful locally produced fresh whole fruits and vegetables
- Include cold and hot foods when possible
- Include whole-grains which are rich in fiber
- Offer a variety of different lean protein foods
- Use herbs and spices and decrease salt and butter for seasoning
- Limit serving processed meats and poultry
- Offer fresh whole fruits and vegetables, whole grains, lean proteins
- Vary main entrees to include beans and peas, nut or seed butters, eggs, and lean meats and poultry
- Order, prepare, and serve correct amounts of food
- Complete the MRB or other documentation on a daily basis
- MyPlate website: <https://www.myplate.gov/>
Summer Meals Toolkit: <http://www.fns.usda.gov/sfsP/summer-meals-toolkit>



NUTRIENT DENSITY

Part of the secret of eating well *without overeating* is choosing foods that are nutrient dense. These are foods that have lots of nutrients for the number of calories per serving. Here are two examples:

An 8 ounce glass of skim milk and 1 1/2 ounces of cheddar cheese both supply about 300 mg. calcium. However, the skim milk contains 85 calories and the cheddar cheese contains 170 calories. The skim milk is more nutrient dense than the cheddar cheese, and may be a better choice for someone who is watching their calories and fat intake.

Why Nutrient Density is Important?

It is important to serve nutrient dense foods to children because they have the following characteristics:

- a) small stomachs, and can easily fill up on high calorie, low nutrient-dense food
- b) are growing everyday and need a steady supply of nutritious foods for development
- c) are making healthy food choices which will lay the foundation for life

Nutrient Density of Fruits & Vegetables

It is always preferable to serve high nutrient dense foods to children. Homemade recipes for soups, salads, vegetables, and main entrees is preferable because the ingredients can be controlled by the cook. Those ingredients which should be limited are: fats, sugars, and salt.

| <i>High Nutrient Density</i> | <i>Good Nutrient Density</i> | <i>Lower Nutrient Density</i> |
|-------------------------------------|-------------------------------------|---|
| Fresh or frozen fruits | Canned fruits w/light syrup | Fruits in heavy syrup |
| Fresh or frozen vegetables | 100% Vegetable/Fruit Juice | Olives/Pickles |
| Fruits in own juice | Vegetables, canned | Saltine/Ritz Crackers |
| Vegetables, canned, no salt | Soups, canned | Hash Browns |
| Soups, homemade | | Vegetables prepared with butter or cheese |

Appendix B

Sample Menus

Breakfast

Cold Lunch

Cold and Hot Lunch

Healthy School

Summer Food Deli

Vegetarian



SAMPLE THREE WEEK CYCLE

BREAKFAST MENU

| | | | |
|------------------|---|---|--|
| MONDAY | 1/2 pt. milk 1 serving apple muffin 1/2 c. orange sections | 1/2 pt. milk 1 serving raisin bread w/peanut butter* 1/2 c. cantaloupe | 1/2 pt. milk 1 serving french toast 1/2 c. sliced peaches |
| TUESDAY | 1/2 pt. milk 1 serving tortilla and cheese* 1/2 c. apple slices | 1/2 pt. milk 1/2 c. oatmeal 1/2 c. strawberries | 1/2 pt. milk 1 serving WW Bagel 1/2 c. pineapple slices |
| WEDNESDAY | 1/2 pt. milk 1 serving WW bread with peanut butter* 1/2 c. banana | 1/2 pt. milk WW English muffin+ 1 egg +1/2 oz cheese 1/2 c. orange wedges (Breakfast Pizza) | 1/2 pt. milk 1 serving pumpkin bread 1/2 c. honeydew |
| THURSDAY | 1/2 pt. milk 1 serving pancake 1/2 c. applesauce | 1/2 pt. Milk 1 serving cinnamon toast 1/2 c. mango slices 8 oz. yogurt* | 1/2 pt. milk 1 serving english muffin cottage cheese* 1/2 c. grapes |
| FRIDAY | 1/2 pt. milk 1 serving WW bagel 1/2 c. fresh apricots | 1/2 pt. Milk 1 serving cornbread Scrambled egg*/ham* 1/2 c. blueberries | 1/2 pt. milk 1 serving tortilla w/ refried beans* and cheese* 1/2 c. fresh pear slices |

* Extra component at breakfast



SAMPLE THREE WEEK CYCLE

COLD LUNCH MENU

| | | | |
|------------------|---|--|--|
| MONDAY | <u>Chicken Salad:</u> 2 oz. boneless chicken 1/4 c. tomatoes 1/2 c. honeydew melon 1 serving WW bread 1/2 pt. milk | <u>Taco Salad:</u> 1 1/2 oz. ground beef , lean 1/2 oz. cheddar cheese 1/4 c. lettuce & tomatoes 1/2 c. Mandarin oranges 2 broken corn taco shells 1/2 pt. milk | <u>Pita Pocket:</u> 1-1/2 oz. sliced chicken 1/2 oz. mozzarella cheese 1/4 c. carrot raisin salad 1/2 c. pears 1 serving WGR pita bread 1/2 pt. milk |
| TUESDAY | <u>Ham Sandwich:</u> 1 oz. Ham (CN) 2 Tbsp. peanut butter 1/4 c. fruit juice bars, 1/4 c. celery sticks 1 serving WW bread 1/4 c. fresh apricot 1/2 pt. chocolate milk | <u>Turkey Sandwich:</u> 2 oz. smoked turkey(CN) 1/4 c. cucumber rounds 1/2 c. bananas 1 serving WW bun 1/2 pt. chocolate milk | <u>Cheese and Eggs:</u> 3 oz. egg salad 1/2 oz. cubed Monterey Jack cheese 1/2 oz. cubed cheddar cheese 1/2 c. watermelon 1/4 c. cauliflower 1 serving WW bagel 1/2 pt. chocolate milk |
| WEDNESDAY | <u>Hamburger Pizza:</u> 1 oz. ground beef, lean 1 oz. mozzarella cheese 1/2 c. slice peaches 1/4 c. tomatoes cherry 1/8 c. lettuce 1 serving WW bun 1/2 pt. milk | <u>Chicken Finger Food:</u> 4 chicken fingers (2 oz meat) -CN 1/2 c. Pasta salad: 1/8 c. tomato slices 1/8 c. zucchini slices 1/2 c. orange slices 1 serving WW dinner roll 1/2 pt. milk | <u>Beef Sandwich:</u> 2 oz. roast beef 1/4 c. lettuce 1/2 c. cantaloupe cubed 1 serving WW Kaiser roll 1/2 pt. Milk |
| THURSDAY | <u>Bar-B-Q Pork:</u> 2 oz. pork 1/2 c. mixed fruit 1/4 c. carrot sticks 1 serving WW bun 1/2 pt. chocolate milk | <u>Beef Wrap-up:</u> 1-1/2 oz. roast beef + 1/2 oz. cheddar cheese 1/4 c. bell peppers & onions 1/2 c. apple 1 serving WW pita bread 1/2 pt. chocolate milk | <u>Bean Burrito:</u> 1/4 c. refried beans 1 oz. cheddar cheese 1/4 c. tomato 1/2 c. pineapple chunks 1 serving WW tortilla 1/2 pt. chocolate milk |
| FRIDAY | <u>Cheese and Crackers:</u> 1 oz. cheddar cheese 1/2 c. yogurt 1/4 c. broccoli florets 1/2 c. strawberries 1 serving WGR crackers 1/2 pt. milk | <u>Chef Salad:</u> 1/2 oz. turkey (CN), 1/2 oz. ham (CN), 1/2 oz. Swiss + 1/2 oz. American cheese 1/4 c. lettuce, Romaine 1/2 c. mandarin oranges 1 serving WGR Crackers 1/2 pt. milk | <u>Meatloaf Hoagie:</u> 2 oz. ground beef 1 c. potato salad 1/2 c. grapes 1 serving Hogie bun 1/2 pt. milk |

SAMPLE THREE WEEK CYCLE

LUNCH MENU

(COLD AND HOT LUNCH)

| | | | |
|------------------|--|---|--|
| MONDAY | <u>Pizza "Tater":</u> 1 baked potato 2 oz. cheddar cheese 1/4 c. tomato sauce 1 svg. WW roll 1/2 pint milk | <u>Macaroni & Cheese:</u> 2 oz. cheese 1/4 c. celery sticks 1/2 c. apples 1/2 c. WGR macaroni 1/2 pint milk | <u>Fish Sticks (CN):</u> 4 each (2 oz. meat) 1/2 c. cole slaw 1/2 c. baked beans 1 svg. cornbread 1/2 pint milk |
| TUESDAY | <u>Chef Salad:</u> 1 oz. ham (CN) 1 oz. cheese cubes 1/2 c. carrots, tomato, cucumbers & lettuce 1/4 c. orange 1/2 svg. WGR crackers 1/2 svg. croutons 1/2 pint milk | <u>Sloppy Josephines:</u> 2 oz. ground turkey or chicken 1/8 c. tomato sauce 1/4 c. zucchini/corn casserole 1/2 c. fresh strawberries 1 svg. WW bun 1/2 pint milk | <u>Tacos:</u> 1 oz. cheese 1/4 c. pinto beans 1/4 c. lettuce & tomatoes 1/2 c. cantaloupe 2 corn tortilla taco shells 1/2 pint milk |
| WEDNESDAY | <u>Lasagna:</u> 1 oz. ground beef, lean 1 oz. mozzarella cheese 1/4 c. corn 1/2 c. pear 1/2 c. lasagna noodles 1/2 pint chocolate milk | <u>Toasted Turkey (CN) & Cheese Sandwich:</u> 1 oz. turkey (CN) 1 oz. cheese 1/4 c. sliced tomatoes 1/2 c. apple 2 slices WW bread 1/2 pint chocolate milk | <u>Baked Chicken:</u> 2 oz. chicken (without bone) vegetable rice salad: 1/2 c. brown rice 1/4 c. of each: carrots, green peas and tomatoes 1/2 pint chocolate milk |
| THURSDAY | <u>Lentil Soup:</u> 1/2 cup lentils 1/4 c. potatoes 1/4 c. green beans 1/4 c. apricots 1 svg. WW bun 1/2 pint milk | <u>Tuna Pasta Salad:</u> 2 oz. tuna 1/4 c. celery and carrots 1/2 c. honeydew melon 1/2 c. WGR noodles 1/2 svg cracker 1/2 pint milk | <u>Beans & Rice with Cheese:</u> 1/4 c. pinto beans 1 oz. cheese 1/2 c. brown rice 1/4 c. corn 1/2 c. watermelon 1/2 pint milk |
| FRIDAY | <u>Bean Burritos:</u> 1/4 cup pinto beans 1 oz. cheddar cheese 1/2 c. lettuce & tomatoes 1/4 c. plums 1 svg. WW tortilla 1/2 pint milk | <u>Soup and Sandwich:</u> 1 oz. ham (CN) 1 oz. Swiss cheese 1 c. tomato soup 1/2 c. fruit compote 1 svg. WW roll 1/2 pint milk | <u>Sliced Turkey Sandwich:</u> 2 oz. turkey (CN) 1/4 c. lettuce & tomato 1/2 c. kiwi 2 slices WW bread 1/2 pint milk |

SAMPLE THREE WEEK CYCLE

HEALTHY LUNCH MENUS

| | | | |
|------------------|--|---|---|
| MONDAY | <u>Nachos:</u> 1/4 c. beans 1 oz. cheese 1/2 c. green salad 1/4 c. honeydew melon wedge 2 whole corn tortilla 1/2 pt. 1%/milk | <u>Chicken Fajita:</u> 2 oz. chicken strips 1/4 c. shredded lettuce 1/4 c. chopped tomato/green pepper 1/4 c. fresh fruit 1 svg. WW tortilla 1/2 pt. Non-Fat milk | <u>Meatloaf:</u> 2 oz. hamburger, lean 1/2 c. sweet potato oven fries 1/4 c. pineapple 1 svg. WW roll 1/2 pt. 1% milk |
| TUESDAY | <u>Hamburger on Bun:</u> 2 oz. lean ground beef 1/4 c. lettuce & tomato 1/2 c. sweet potato fries 1 frozen juice bar (1/8 c. fruit) 1 svg. WGR bun 1/2 pt. 1% milk | <u>Soup and Sandwich:</u> 1 oz. chicken 1/4 c. mixed vegetables 2 T. Sunbutter spread 1 svg. WW dinner roll 1/2 c. banana 1/2 pt. 1% milk | <u>Posole with Pork:</u> 2 oz. pork 1/2 c. posole (veg) 1/4 c. tossed salad 1/2 c. orange slices 1 svg. WW tortilla 1/2 pt. 1% milk |
| WEDNESDAY | <u>Green Chile Chicken Enchiladas:</u> 1 oz. chicken 1 oz. cheese 1/4 c. carrot/celery sticks 1/4 cup green chile 1/4 cup lettuce & tomato 2 corn tortillas 1/2 pt. 1% milk | <u>Slugger Chicken:</u> 2 oz. Chicken leg (CN) 1/4 c fresh green beans 1/2 c. watermelon 1/2 c. macaroni salad 1/2 pt. Skim milk | <u>Navajo Taco :</u> 1 oz. ground turkey 1 oz. cheese 1/4 c. green chile 1/4 c. pinto beans 1/4 c. pear wedges 1 svg. WW pita bread 1/2 pt. 1% milk |
| THURSDAY | <u>Spaghetti with Meat Balls:</u> 2 oz. ground beef & turkey meat balls 1/4 c. tomato sauce 1/4 c. garden salad 1/4 c. kiwi 1/2 c. whole grain spaghetti 1/2 pt. 1% milk | <u>Burrito</u> 1 oz. cheese 1/4 c. beans 1/4 c. Salsa/Chile 1/2 c. watermelon 1 svg. WW tortilla 1/2 pt. 1% milk | <u>Shaker Salad:</u> 2 oz. chicken, diced 1/4 c. romaine lettuce 1/4 c. cherry tomatoes 1/4 c. carrots 1 svg. WGR crackers 1/2 pt Skim milk (choc) Ranch dressing* |
| FRIDAY | <u>Western Style Baked Potato:</u> 1/4 c. beans 1 sm baked potato 1/4 c. mild chile 1/2 c. green grapes 1/2 pt 1% milk 1 svg. WGR crackers 1 oz cheese | <u>Baked Ham:</u> 2 oz. ham 1/4 c. garden salad 1/4 c. sweet potatoes 1/4 c. pineapple tidbits 1 svg. WW dinner roll 1/2 pt. Skim milk | <u>Individual Pizzas:</u> 1 oz. cheese 1 oz. hamburger meat 1/8 c. tomato sauce 1 svg. WGR Muffin 1/4 c. celery sticks 1/2 c. apple slices 1/2 1% pt. milk |

* Not Creditable

S U M M E R M E N U

Summer Food Deli

Meat

Cheese Pizza
Chicken Patty
Chicken Roll
Chicken Salad

Hamburger
Pork Roast

Roast Beef
Tuna Salad

Turkey Ham
Turkey Roll

Meat Alternates

American
Cheddar
Colby
Cottage Cheese*
Monterey Jack
Mozzarella
Muenster
Provolone
Swiss
Hard Boiled Egg
Peanut Butter
Seeds and Nuts**

Grains

Corn Bread
Whole-Grain Crackers
Whole Wheat Dinner Roll
Whole Wheat Hamburger Bun
Whole Grain-Rich Hoagie
Whole Wheat Pita Pockets
Rice Cakes
Rye Bread
Whole Wheat Tortilla

Fruits & Vegetables

Apple
Applesauce
Avocado
Banana
Bell Pepper
Carrot Curls
Celery Sticks
Cherries
Green Chile
Kiwi Fruit
Lettuce
Melons
Nectarines
Orange
Peaches

** 1 oz. can be used to meet half the requirement
* 2 oz.=1 oz. for cottage cheese

Salads

Carrot Raisin Salad
Cole Slaw
Green Bean Salad
Garden Salad
Potato Salad

Grains

Brown Rice
Wild Rice
Whole Grain Macaroni
Whole Wheat Spaghetti
Quinoa
Oatmeal
Whole Grain Cereal
Whole Wheat Bread
Whole Corn Tortillas

Beverages

1% or Nonfat (Skim)
Flavored/Unflavored Milk

**Please select: meat and/or meat alternate,
whole grain-rich bread, 1 fruit & 1 vegetable or 2
different vegetables, and 1% or Skim milk.**



✓ Refer to the meal pattern requirements for minimum serving sizes.

SAMPLE TWO WEEK CYCLE

VEGETARIAN LUNCH MENU

| | | |
|------------------|---|---|
| MONDAY | <u>Peanut Butter & Banana Sandwich:</u> 2 Tbs. peanut butter 1/2 c. banana 1/4 c. raisins 1/2 hard cooked egg 1 svg. WW bun 1 c. 1% milk | <u>Split Pea Soup:</u> 1 c. split peas 1/4 c. corn 1/2 c. plums 1 svg. corn bread 1 c. 1% milk |
| TUESDAY | <u>Garden Lentil Toss:</u> 1/2 c. lentils 1/2 c. cauliflower, broccoli, cucumber and carrot 1/4 c. nectarine 1/2 c. brown rice 1 c. 1% milk | <u>Cheese Pizza:</u> 2 oz. mozzarella cheese 1/4 c. green pepper rings 1/2 c. peaches 1 svg. WW pizza crust 1 c. 1% milk |
| WEDNESDAY | <u>Avocado-Tomato Sandwich:</u> 1/2 c. cottage cheese 1/2 c. avocado, tomato and sprouts 1/4 c. pineapple tidbits 2 slices WW bread 1 oz. pkg. sunflower seeds 1 c. 1% milk | <u>Breakfast for Lunch:</u> 1 scrambled egg 1/2 c. warmed applesauce 1/4 c. oven-baked potato 1 svg. WW toast 1 c. 1% milk |
| THURSDAY | <u>Guacamole Tostada:</u> 2 oz. cheddar cheese 1/4 c. avocado, lettuce & tomato 1/2 c. cantaloupe 2 corn tortillas 1 c. 1% milk | <u>Pasta Salad:</u> 2 oz. cheddar cheese 1/4 c. celery, green peppers and carrots 1/2 c. kiwi fruit 1/2 c. WW pasta 1 c. 1% milk |
| FRIDAY | <u>Egg and Salad:</u> 1 large hard boiled egg <u>Vegetable rice salad:</u> 1/2 c. brown rice 1/4 c. each: carrots, green peas and tomatoes 1 c. 1% milk | <u>Toasted Cheese Sandwich:</u> 2 oz. Swiss cheese 1/4 c. sliced tomatoes 1/2 c. apple 2 slices rye bread 1 c. 1% chocolate milk |



Appendix C

Breakfast Cereals

A Cheese for Every Taste

Crackers - Snack

Fabulous Fiber

Granola & Grain/Fruit Bars

Iron for Children

Healthy Habits: Juicy News

Vitamin A

Vitamin C



Choose Breakfast Cereals That Are Lower in Added Sugars

As of October 1, 2017, breakfast cereal served in the Child and Adult Care Food Program (CACFP) must contain no more than 6 grams of sugar per dry ounce.

There are many types of cereal that meet this requirement. You can use any cereal that is listed on any sState agency’s Women, Infants, and Children (WIC)-approved cereal list, found as part of the State’s approved food lists at: <https://www.fns.usda.gov/wic/links-state-agency-wic-approved-food-lists>. You can also find cereals that meet the requirement using the Nutrition Facts label and by following the steps below:



1 Use the Nutrition Facts label to find the **Serving Size**, in grams (g), of the cereal.

2 Find the **Sugars** line. Look at the number of grams (g) next to Sugars.

3 Use the serving size identified in Step 1 to find the serving size of your cereal in the table below.

| Serving Size* | Sugars |
|-------------------------|-----------------------------|
| If the serving size is: | Sugars cannot be more than: |
| 12-16 grams | 3 grams |
| 26-30 grams | 6 grams |
| 31-35 grams | 7 grams |
| 45-49 grams | 10 grams |
| 55-58 grams | 12 grams |
| 59-63 grams | 13 grams |
| 74-77 grams | 16 grams |

4 In the table, look at the number to the right of the serving size amount, under the “Sugars” column.
If your cereal has that amount of sugar, or less, your cereal meets the sugar requirement.

*Serving sizes here refer to those commonly found for breakfast cereals. For serving size requirements in the CACFP, please visit <https://www.fns.usda.gov/cacfp/meals-and-snacks>.

Yummy Brand Cereal

| Nutrition Facts | | |
|--------------------------------------|------------|-----------------------|
| Serving Size $\frac{3}{4}$ cup (30g) | | |
| Servings Per Container about 15 | | |
| Amount Per Serving | Cereal | with 1% cup skim milk |
| Calories 100 | 100 | 140 |
| Calories from Fat 5 | 5 | 5 |
| % Daily Value* | | |
| Total Fat 0.5g | 1% | 1% |
| Saturated Fat 0g | 0% | 0% |
| Trans Fat 0g | | |
| Polyunsaturated Fat 0g | | |
| Monounsaturated Fat 0g | | |
| Cholesterol 0mg | 0% | 1% |
| Sodium 140mg | 6% | 9% |
| Potassium 90mg | 3% | 8% |
| Total Carbohydrate 22g | 7% | 9% |
| Dietary Fiber 3g | 11% | 11% |
| Sugars 5g | | |
| Other Carbohydrate 14g | | |
| Protein 140mg | | |

Test Yourself:

Does the cereal above meet the sugar requirement?
(Check your answer on the next page)

Serving Size: _____

Sugars: _____

Yes No



Whole Grain-Rich Approved Cereals

These Also Meet the Sugar Limit Requirements. *(Not an exhaustive list.)*



A Cheese for Every Taste: Guide for Selecting Creditable Cheeses



Types of Cheese

A natural cheese is a concentrated dairy product produced directly from milk. It is recommended to serve a natural cheese.

Hard grating cheeses: Romano and Parmesan

Hard: cheddar, Edam, Gouda, Swiss

Semisoft: blue, brick, Monterey, Muenster, mozzarella

Soft: Brie, Camembert, cottage,* cream,** feta, Neuchâtel**

Cheese foods, cheese food substitutes, cheese spreads, and cheese spread substitutes - Creditable. However, remember to use **twice as much** of these products per serving to meet the requirement for a meat/meat alternate. For example, a 2-ounce serving equals 1 ounce of meat alternate.

Pasteurized processed cheese products - Not Creditable. Contains pasteurized processed cheese food and up to 57.5% water. This product does not have a Standard of Identity.

Canned cheese sauce - a commercial product made with a blend of cheese and cheese products, as well as other ingredients. A Standard of Identity has not been established **Not creditable without CN label.**

Homemade cheese sauce - This sauce may be used to meet all or part of the meat/meat alternate requirement if the cheese used to prepare the product is a creditable natural cheese, pasteurized processed cheese or pasteurized processed cheese food.

Cheese can be a good source of protein and calcium, but it is also **high in fat**. It is recommended to use reduced-fat cheese when possible.



Types of Cheese

| Name of Cheese | Creditable | Serving Size | Calories | Fat (grams) | % Calories from Fat | Protein (grams) | Calcium | Sodium |
|---------------------------|------------|--------------|----------|-------------|---------------------|-----------------|---------|------------|
| Blue | yes | 1 oz | 100 | 8.2 | 74% | 6.1 | 150 mg | 396 mg |
| Brick | yes | 1 oz | 105 | 8.4 | 72% | 6.6 | 191 mg | 159 mg |
| Brie | yes | 1 oz | 95 | 7.9 | 75% | 5.9 | 52 mg | 178 mg |
| Cheddar | yes | 1 oz | 114 | 9.4 | 74% | 7.1 | 204 mg | 176 mg |
| Colby | yes | 1 oz | 112 | 9.1 | 73% | 6.7 | 194 mg | 171 mg |
| Cottage Cheese, creamed | yes* | 2 oz | 59 | 2.6 | 40% | 7.1 | 34 mg | 229 mg |
| Cream Cheese | no | 1 oz | 99 | 9.9 | 90% | 2.1 | 23 mg | 84 mg |
| Edam | yes | 1 oz | 101 | 7.9 | 70% | 7.1 | 207 mg | 274 mg |
| Feta | yes | 1 oz | 75 | 6.0 | 72% | 4.0 | 140 mg | 316 mg |
| Fontina | yes | 1 oz | 110 | 7.3 | 60% | 8.8 | 156 mg | not avail. |
| Gjetost | yes | 1 oz | 132 | 8.4 | 57% | 2.7 | 113 mg | 170 mg |
| Gouda | yes | 1 oz | 101 | 7.8 | 70% | 7.1 | 198 mg | 232 mg |
| Monterey | yes | 1 oz | 106 | 8.6 | 73% | 6.9 | 212 mg | 152 mg |
| Mozzarella, whole milk | yes | 1 oz | 80 | 6.1 | 69% | 5.5 | 147 mg | 106 mg |
| Mozzarella, part skim | yes | 1 oz | 72 | 4.5 | 52% | 6.9 | 183 mg | 132 mg |
| Muenster | yes | 1 oz | 104 | 8.5 | 74% | 6.6 | 203 mg | 178 mg |
| Neuchâtel | no | 1 oz | 74 | 6.6 | 80% | 2.8 | 21 mg | 113 mg |
| Parmesan, hard | yes | 1 oz | 111 | 7.3 | 59% | 10.1 | 336 mg | 454 mg |
| Provolone | yes | 1 oz | 100 | 7.6 | 76% | 7.3 | 214 mg | 248 mg |
| Ricotta, part skim | yes* | 2 oz | 86 | 4.9 | 51% | 7.1 | 337 mg | 155 mg |
| Romano | yes | 1 oz | 110 | 7.6 | 62% | 9.0 | 302 mg | 340 mg |
| Swiss | yes | 1 oz | 107 | 7.8 | 70% | 8.1 | 272 mg | 74 mg |
| Processed American Cheese | yes | 1 oz | 106 | 8.9 | 76% | 6.3 | 174 mg | 406 mg |
| American Cheese Food | yes* | 1 oz | 93 | 7.0 | 68% | 5.6 | 163 mg | 337 mg |
| American Cheese Spread | yes | 1 oz | 82 | 6.0 | 66% | 4.7 | 159 mg | 381 mg |

* Twice as much needed per serving

CRACKERS

Crackers are an acceptable grains/breads. When serving crackers, it is recommended you serve whole grain-rich crackers which are low in fat and salt and higher in fiber.

- ✓ One serving of crackers is 20 grams or .7 ounces.
- ✓ Many varieties of whole grain-rich crackers are available.
Be sure to check the Nutrition Facts Label and ingredient list for information on serving size as well as fiber, sodium, and fat content.
- ✓ Steer away from any crackers that have more than 30% of the calories from fat.
- ✓ It is important to serve a variety of grains/breads so limit the number of times per week or month you serve crackers!



Notice the Nutrition Facts label when serving crackers. Most labels list the serving size as one ounce, which is more than the minimum required for a full serving. You can use the serving size listed on the box so that you meet or exceed the serving size for the children in your care. You may also use your scale to determine the number of crackers to serve. Remember that every different type of cracker has a different weight and therefore, a different number of crackers are needed to meet the minimum serving size.

On the next page is a comparison of crackers that you might find helpful. Notice the different serving sizes and that some crackers are lower in fat, sodium or sugar, or higher in fiber.

Read labels to get the best in value and variety!

| Comparison of Snack Crackers | | | |
|-------------------------------------|--|------------------------------------|---------------------------------------|
| Brand Name | Serving Size (equals about 20 grams) | % Calories from Fat | Comments |
| Cheese Nips - original | 20 each | 40% | |
| Cheese Nips-reduced fat | 20 each | 27% | |
| Chicken in a Biskit | 10 each | 50% | 2 g sugar/14 crackers |
| Club crackers - original | 6 each | 36% | |
| Club crackers-reduced sodium | 6 each | 36% | |
| Club crackers-reduced fat | 6 each | 29% | 2 g sugar/4 crackers |
| Harvest Crisps - Five Grain | 8 each | 23% | no sugar |
| Harvest Crisps - Garden Vegetable | 10 each | 23% | 4g sugar, 1g fiber/13 crackers |
| Nabisco Cheese Nips Air Crisps | 21 each | 23% | <1 g sugar/32 crackers |
| Pepperidge Farm Goldfish- original | 36 each | 43% | |
| Pepperidge Farm Goldfish-cheddar | 36 each | 36% | |
| Ritz | 6 each | 44% | 1 g sugar/5 crackers |
| Ry-Krisp | 3 each | 0% | contains only whole grain flour |
| Saltine crackers | 8 each | 19- 25% | no fiber, 0 - 2 g sugar/5 crackers |
| SnackWells Wheat Crackers | 9 each | 17% | 2 g sugar/6 crackers |
| SnackWells Wheat Crackers | 6 each | 0 | 2 g sugar, 1 g fiber/5 crackers |
| Townhouse | 6 each | 50% | |
| Triscuits - original | 5 each | 32% | 4 g fiber/7 crackers |
| Triscuits- reduced fat | 5 each | 19% | 4 g fiber/7 crackers |
| Twigs | 10 each | 40% | 1 gm sugar <1g. fiber/15 crackers |
| Vegetable Thins | 9 each | 50% | 2 g sugar, 1 g fiber/14 crackers |
| Waverly | 6 each | 43% | |
| Wheat Thins - original | 11 each | 36% | 2 g fiber/16 crackers |
| Wheat Thins - Air Crisps | 16 each | 31% | 3 g sugar/24 crackers |
| Wheatables - Garden Vegetable | 16 each | 43% | 2 g sugar/26 crackers |
| Wheatsworth | 6 each | 38% | 1 g fiber/5 crackers |
| Zesta Soup Crackers | 60 each | 36% | No sugar |

FABULOUS FIBER

Fiber is found in plant foods -- whole grains, fruits, vegetables, and legumes. Fiber is the part of the plant that cannot be digested by the body. We often hear about two types of fiber: insoluble and soluble.

Insoluble fiber does not dissolve in water. Sometimes referred to as “roughage”, it aids in digestion by binding with water in the intestines to help prevent constipation. Insoluble fiber is found in **bran and whole grains**.

Soluble fiber, on the other hand, dissolves in water. Instead of giving a coarse and hearty texture to food, it dissolves to become gummy or viscous. In the body, it helps to regulate the use of sugars and binds with fatty substances so that they will be discarded. Soluble fiber is found in oat bran, fruits, vegetables, and legumes, such as pinto beans.

From childhood on, following an eating pattern that is low in fat and high in fiber helps reduce the risk of some types of cancer, heart disease, and some chronic diseases. As children grow and develop, they need more fiber in their diet.

Fiber Boosting Tips

- Pack high fiber snacks such as fresh or dried fruit, raw vegetables, and nuts.
- Enjoy oatmeal or a fiber packed breakfast cereal with fresh or dried fruit.
- Choose breads, cereals, and pastas that are whole grains. Remember that brown bread is not necessarily whole grain – check the label for the words “whole grain”!
- Fruits and Veggies . . . More Matters! Eat at least five servings of fruits and veggies daily. Remember, raw veggies and fruit have more fiber than cooked.
- Choose whole fruits over juices. Juicing removes the skin and pulp, where most of the fiber is found.

**Everyone should eat grains, cereals, fruits, and vegetables daily.
Remember to choose whole grains whenever possible.**



Fiber Content of Foods

| Food | Amount* | Grams of Fiber |
|-----------------------|------------|----------------|
| Grains | | |
| Mini-Wheats Cereal | 1 cup | 6 |
| Oatmeal | 1 cup | 4 |
| Barley, cooked | 1/2 cup | 3 |
| Bran Muffin | 1 small | 2 |
| Whole Wheat Bread | 1 slice | 2 |
| Vegetables | | |
| Green Peas, cooked | 1/2cup | 4 |
| Sweet Potato | 1/2cup | 3 |
| Broccoli | 1/2cup | 2 |
| Carrots | 1/2cup | 2 |
| Fruits | | |
| Strawberries | 1 cup | 4 |
| Apple, unpeeled | 1 medium | 3 |
| Orange | 1 small | 2 |
| Asian Pear | 1/2 medium | 2 |
| Blueberries | 1/2 cup | 2 |
| Legumes | | |
| Pinto Beans | 1/2 cup | 7 |
| Baked Beans | 1/2 cup | 6 |
| Garbanzo Beans | 1/2 cup | 5 |
| Lentils | 1/2 cup | 4 |
| Nuts and Seeds | | |
| Peanuts | 1 oz | 3 |
| Sunflower Seeds | 1 oz | 3 |

* The amount listed may or may not be the correct serving size to meet CACFP. SFSP meal pattern requirements . . . please refer to meal pattern requirements for actual serving sizes!

Granola Bars and Grain/Fruit Bars

- ❖ Granola (plain) is a ready to eat cereal consisting of, primarily, rolled oats and one or more sweeteners. Granola bars are made with plain granola or with granola that has added nuts and/or fruits.
- ❖ Grain/Fruit bars are grain-based bars that have a fruit filling.
- ❖ Granola bars and grain/fruit bars are found in two different USDA grain/bread groupings:
 1. **Group D** (Plain granola bars)

| | |
|-------------------------------|-------------------------------|
| 0.9 oz. or 25 gm. = ½ serving | 1.8 oz. or 50 gm. = 1 serving |
|-------------------------------|-------------------------------|
 2. **Group E** (Grain/fruit bars and granola bars with added nuts, raisins, chocolate pieces or fruit)

| | |
|-------------------------------|-------------------------------|
| 1.1 oz. or 31 gm. = ½ serving | 2.2 oz. or 63 gm. = 1 serving |
|-------------------------------|-------------------------------|
- ❖ Providers are responsible for providing at least the minimum serving size for the age group they are serving. Many granola bars and grain/fruit bars do NOT meet the required minimum serving size. The serving size might be more than one bar.
- ❖ Granola and grain/fruit bars are generally expensive and may cost even more per serving than the reimbursement offered by USDA.
- ❖ Granola and grain/fruit bars may be served as a bread alternate at breakfast or snack, but not at lunch or supper.
- ❖ Granola, grain/fruit bars and other sweet grain-based foods should be served only occasionally -- never more than twice a week -- so that meals and snacks contain a variety of bread and grain products.

REMEMBER

One bar may not meet the minimum weight requirements for one serving!

Read the
Nutrition Facts label carefully!



Some creditable products are:

Creditable -Group D Plain Granola Bars

$\frac{1}{2}$ serving = .9 ounces or 25 grams

1 serving = 1.8 ounces or 50 grams

General Mills

Nature Valley Oats and Honey, Cinnamon

2 bars = 42 grams

$\frac{1}{2}$ serving = $1\frac{1}{4}$ bars

1 serving = $2\frac{1}{4}$ bars

Quaker

Breakfast Squares, Brown Sugar

1 bar = 60 grams

$\frac{1}{2}$ serving = $\frac{1}{2}$ bar

1 serving = 1 bar

Creditable -Group E Grain/Fruit Bars

$\frac{1}{2}$ serving = 1.1 ounces or 31 grams

1 serving = 2.2 ounces or 63 grams

General Mills

Nature Valley Roasted Almond

2 bars = 42 grams

$\frac{1}{2}$ serving = 2 bars

1 serving = 3 bars

Nature Valley Trail Mix Bars

1 bar = 35 grams

$\frac{1}{2}$ serving = 1 bar

1 serving = 2 bars

Health Valley

Bar (with nuts, raisins, chocolate pieces & or fruit)

1 bar = 42 grams

$\frac{1}{2}$ serving = $\frac{3}{4}$ bar

1 serving = $1\frac{1}{2}$ bars

Kellogg's

Nutrigrain Bars (with fruit)

1 bar = 37 grams

$\frac{1}{2}$ serving = 1 bar

1 serving = $1\frac{3}{4}$ bars

Quaker

Breakfast Squares, with fruit

1 bar = 60 grams

$\frac{1}{2}$ serving = $\frac{3}{4}$ bar

1 serving = $1\frac{1}{4}$ bar

Chewy Granola Bars (with fruit,
nuts and/or candy pieces)

1 bar = 28 grams

$\frac{1}{2}$ serving = $1\frac{1}{4}$ bars

1 serving = $2\frac{1}{4}$ bars

The food items illustrated are used solely as examples and do not represent product endorsements.

Iron for Children

Children need good food sources of iron every day. Iron is a mineral that helps the body carry oxygen from one part of the body to another. It also helps the body to form blood cells. Iron is found in many foods, but in small amounts. It may be hard for some children to get enough iron each day from the foods they eat. The iron in food is absorbed better by the body when it is eaten with a food containing Vitamin C. The iron rich foods that you serve will help prevent iron deficiency anemia in children you are feeding.

Sources of Iron

| BEST SOURCES | GOOD SOURCES | FAIR SOURCES |
|---|--|---|
| Apricots-dried Beans-dried Beef Cashews Cereal-iron fortified Currants Kidney Lentils Liver Peaches-dried Spinach Turkey | Almonds Beet Greens Chard Eggs Peanuts Peas-Split Peas-green Pork Prunes Raisins Tuna Walnuts | Asparagus Bread-enriched Broccoli Brussel Sprouts Collards Dandelion Greens Kale Mustard Greens Sweet Potatoes Tomato Juice Turnip Greens |

Iron Tips

- Iron from animal sources is more easily absorbed than iron from plant sources.
- Serving a wide variety of foods each day, including meat and meat alternates, vegetables, and whole grains, helps assure adequate iron intake each day.
- Serving a vitamin-C rich food with meals increases the body's absorption of iron from the meal.
- Protein foods such as beef, poultry, and fish are good sources of iron and readily accepted by children.
- Cooking foods in cast iron cookware adds iron to the diet.

What About Juice?

Requirements regarding fruit and vegetable juice

Only 100% fruit or vegetable juice is creditable. Remember, pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day.

Recommendations for serving juice

*It is recommended to serve whole fruits and vegetables which contain not only nutrients but also fiber. Limit the servings of juice on your menu cycle to once per week.

*Toddlers and young children often drink too much juice because it tastes good and is easily packaged. Dental carries can result if a child does not have good dental hygiene.

* When making a smoothie, the pureed fruit will count as fruit juice. Yogurt may be added to a smoothie and credits as a meat alternate. The minimum portion size does not have to be calculated in when making a recipe for a smoothie. Additional milk and fruit should be available if child wants more of either

*Look for the words, “100% juice” on the label. There are new items on the shelves daily. Be wary of any item labeled as a juice “beverage”, “aide”, “cocktail” or “fruit drink”. Also, be aware that many manufacturers will label a non-juice item with the words, “100% vitamin C”.

Offering Water During the Day

Offer water regularly throughout the day, between meals, and more often when the weather is hot. Water is often the best way to quench a child’s thirst.



VITAMIN A

Vitamin A is important for vision, health of the eye (cornea), health of the skin, mucous membranes, bones and teeth.

Vitamin A is a fat soluble vitamin which is found in animal products like eggs, whole milk, liver and fish oils. Vitamin A, in the form of beta carotene or carotenoid, is found in some fruits and vegetables.

When planning menus, it is important to include fruits and vegetables that are good sources of Vitamin A at least two times a week.

Most fruits and vegetables rich in Vitamin A are colored deep orange, yellow and dark green. They add color, taste and variety to menus. Below are some examples of fruits and vegetables that are good sources.

Fruits

Apricots
Cantaloupe
Mango
Nectarine
Plums
Grapefruit
Peaches
Papaya

Vegetables

Broccoli
Carrots
Peppers, red - chile
Pumpkin
Spinach
Squash, winter
Sweet potato
Vegetable Juice (V-8)



VITAMIN C

The body uses Vitamin C to make collagen. Collagen is the single most important protein of connective tissue. It is used for bone and tooth formation. When a person is injured, collagen protein glues the separated tissue together forming scars. Cells are held together largely by collagen. Vitamin C also functions as an antioxidant, so it protects other substances in the body, and helps the body to absorb iron from food.

When planning menus, it is important to include a good source of Vitamin C each day. Vitamin C is a water soluble vitamin which the body cannot store.

Vitamin C is found in citrus fruits, like oranges, grapefruit and tangerines, but also in many other sweet tasting fruits and mild flavored vegetables. Below are some examples of fruits and vegetables that are good sources.

Fruits

Cantaloupe
Grapefruit sections
Grapefruit
Honeydew
Kiwi
Mandarin oranges
Mangoes
Orange juice
Oranges
Papaya
PineappleJuice
Plums
Strawberries



Vegetables

Asparagus
Broccoli
Brussels Sprouts
Cabbage
Cauliflower
Chicory Collards
Kale
Kohlrabi
Mustard greens
Chile Peppers
Snow Peas



Appendix D








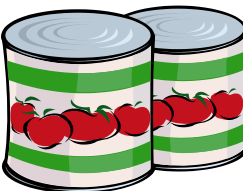
Kitchen Helps/Tips/Hints

Common Can and Jar Sizes

Recipe Conversion Charts



COMMON CAN AND JAR SIZES

| Can Size (Industry Term)* | Average net weight of fluid measure per can** | Average Volume per can | Principal Products |
|--|---|---------------------------|---|
| 8 oz. can  | 8 oz. | 1 cup | Ready-to-serve soups, fruits, vegetables |
| No. 1 can  | 10-1/2 oz. to 12 oz. | 1-1/4 cups | Condensed soups, some fruits, vegetables, meat, fish |
| No. 300 can  | 14 oz. to 16 oz. (1 lb.) | 1-3/4 cups | Some fruits and meat products |
| No. 303 can  | 16 oz. (1 lb) to 17 oz. (1 lb. 1 oz.) | 2 cups | Small cans: fruits and vegetables, some meat and poultry products, ready-to-serve soups |
| No. 2 can  | 20 oz. (1 lb. 4 oz.) or 18 fl. oz. (1 pt. 2 fl. oz.) | 2-1/2 cups | Juices, ready-to-serve soups, some fruits |
| No. 2-1/2 can  | 26 oz. (1 lb. 10 oz) to 30 oz. (1 lb. 14 oz.) | 3-1/2 cups | Family size: fruits, some vegetables |
| No. 3 cylinder  | 51 oz. (3 lb. 3 oz.) or 46 fl. oz. (1 qt. 14 fl. oz.) | 5-3/4 cups | Condensed soups, some vegetables, meat and poultry products, fruit and vegetable juices |
| No. 10 can  | 6 lb. (96 oz.) to 7 lb. 5 oz. (117 oz.) | 12 cups to 13-2/3 cups | Institutional size: fruits, vegetables, some other foods |

*Can sizes are industry terms and do not necessarily appear on the label.

**The net weight on can or jar labels differs according to the density of the contents.

Source: *Food Buying Guide for Child Nutrition Programs*, by Dorothy W. Davis and others. Washington, DC: US Department of Agriculture, 1984.

RECIPE CONVERSION CHARTS

FRACTIONAL EQUIVALENTS (F.E.) * FOR USE IN CONVERTING RECIPES



The following chart is designed to help you change fractional parts of pounds, gallons, cups, etc., to accurate weights or measures. To use this chart, take the number in the F.E. column and look under the heading of Tablespoon, Cup, Pint, Quart, Gallon or Pound to convert to an accurate unit of measure or weight. For example, reading from left to right, the table shows that 7/8 of one pound is 14 ounces, 1/3 of a gallon is 1 quart plus 1-1/3 cups; 1/16 of a cup is 1 tablespoon; etc.

| F. E. * | TABLESPOON | CUP | PINT | QUART | GALLON | POUND |
|----------------|-------------------|--------------------------|---------------|--------------|--------------------------------|---------------|
| 1 | 3 tsp | 16 Tbsp | 2 cups | 2 pints | 4 quarts | 16 ounces |
| 7/8 | 2-1/2 tsp | 1 cup less 2 Tbsp | 1-3/4 cups | 3-1/2 cups | 3 quarts plus 1 pint | 14 ounces |
| 3/4 | 2-1/4 tsp | 12 Tbsp | 1-1/2 cups | 3 cups | 3 quarts | 12 ounces |
| 2/3 | 2 tsp | 10 Tbsp plus 2 tsp | 1-1/3 cups | 2-2/3 cups | 2 quarts plus 2 2/3 cups | 10-2/3 ounces |
| 5/8 | 2 tsp (scant) | 10 Tbsp | 1-1/4 cups | 2-1/2 cups | 2 quarts plus 1 pint | 10 ounces |
| 1/2 | 1-1/2 tsp | 8 Tbsp | 1 cup | 2 cups | 2 quarts | 8 ounces |
| 3/8 | 1-1/8 tsp | 6 Tbsp | 3/4 cup | 1-1/2 cups | 1 quart plus 1 pint | 6 ounces |
| 1/3 | 1 tsp | 5 Tbsp plus 1 tsp | 2/3 cup | 1-1/3 cups | 1 quart plus 1 1/3 cups | 5-1/3 ounces |
| 1/4 | 3/4 tsp | 4 Tbsp | 1/2 cup | 1 cup | 1 quart | 4 ounces |
| 1/8 | 1/2 tsp (scant) | 2 Tbsp | 1/4 cup | 1/2 cup | 1 pint | 2 ounces |
| 1/16 | 1/4 tsp (scant) | 1 Tbsp | 2 Tbsp | 4 Tbsp | 1 cup | 1 ounce |

WEIGHT AND VOLUME OF COMMONLY SERVED FOODS



| <i>FOOD</i> | <i>WEIGHT</i> | <i>MEASURE (Approximate)</i> |
|----------------------------|----------------|------------------------------|
| Baking powder | 1 oz | 2 Tbsp |
| Baking soda | 1 oz | 2-1/3 Tbsp |
| Bread, loaf | 1 lb | 16 slices |
| sandwich | 2 lbs | 32 slices |
| crumbs, dry | 1 lb | 1 qt |
| Butter, lard, margarine | 1 lb | 2 cups |
| Flour, all purpose | 1 lb | 4 cups |
| white, bread, sifted | 1 lb | 4 cups |
| cake, sifted | 1 lb | 4-3/4 cups |
| Honey | 1 lb | 1-1/3 cups |
| Lemon juice | 1 lb | 2 cups (8-10 lemons) |
| Lettuce, average head | 9 oz | 1 |
| Macaroni, dry | 1 lb | 4 cups |
| 1 lb cooked | 3 lbs | 2-1/4 qts |
| Oats, rolled, A.P. (quick) | 1 lb | 6 cups |
| Oil, vegetable | 1 lb | 2 to 2-1/8 cups |
| Onions, A.P. | 1 lb | 4 to 5 medium |
| chopped | 1 lb | 2 to 3 cups |
| Pepper, ground | 1 oz | 4 Tbsp |
| Potatoes, white A.P. | 1 lb | 3 medium |
| Rice, dry | 1 lb | 2 cups |
| 1 lb cooked | 4 to 4-1/2 lbs | 2 qts |
| Salad dressing, mayonnaise | 1 lb | 2 cups |
| Shortening, hydrogenated | 1 lb | 2-1/4 cups |
| Spaghetti, dry | 1 lb | 5 cups |
| 1 lb cooked | 4 lbs | 2-1/2 qts |
| Sugar, brown, solid pack | 1 lb | 2 cups |
| granulated | 1 lb | 2 cups |
| powdered, XXXX, sifted | 1 lb | 3 cups |
| Vanilla extract | 1 oz | 2 Tbsp |
| Vinegar | 1 lb | 2 cups |
| Walnuts, E.P. | 1 lb | 4 cups |



COMMON ABBREVIATIONS



FOUND IN RECIPES

| | |
|---------------------------|---------------------------|
| t or tsp =teaspoon(s) | wt = weight |
| T or Tbsp = tablespoon(s) | ea = each |
| C = cup(s) | pc(s) = piece(s) |
| pt = pint(s) | sl = slice(s) |
| qt = quart(s) | # = number (i.e. #10 can) |
| gal = gallon(s) | pkd = packed |
| | AP = as purchased |
| | MBG = Meat Buyers Guide |
| oz = ounce(s) | EP = edible portion |
| fl oz = fluid ounce(s) | °F = degrees Fahrenheit |

MEASURE EQUIVALENTS

| | |
|--------------------|-----------------------|
| 3t = 1 T | 16 oz = 1 lb |
| 4t = 1-1/3 T | 1 lb 4 oz = 1-1/4 lb |
| 4 -1/2 t = 1-1/2 T | 1 lb 8 oz = 1-1/2 lb |
| 4T = 1/4 C | 1 lb 12 oz = 1-3/4 lb |
| 16 T = 1 C | |
| 2 C = 1 pt | 8 fl oz = 1 C |
| 4 C = 1 qt | 16 fl oz = 1 pt |
| 2 pt = 1 qt | 32 fl oz = 1 qt |
| 4 qt = 1 gal | 128 fl oz = 1 gal |

SCOOP and DISHER EQUIVALENTS

| Scoop or disher number | Level Measure | Scoop or disher number | Level Measure |
|------------------------|-------------------|------------------------|-------------------|
| 6 | 2/3 cup | 24 | 2-2/3 Tablespoons |
| 8 | 1/2 cup | 30 | 2-1/5 Tablespoons |
| 10 | 3/8 cup | 40 | 1-3/5 Tablespoons |
| 12 | 1/3 cup | 50 | 3-4/5 teaspoons |
| 16 | 1/4 cup | 60 | 1 Tablespoon |
| 20 | 3-1/5 Tablespoons | | |

AMOUNT TO PREPARE WHEN SERVING 1/8 CUP AND 3/8 CUP

| PLANNING CHART FOR 1/8 CUP FRUIT OR VEGETABLE SERVINGS | |
|---|--|
| NUMBER OF 1/8 CUP SERVINGS NEEDED | EQUIVALENT NUMBER* OF 1/4 CUP SERVINGS |
| 25 | 15 |
| 50 | 25 |
| 75 | 40 |
| 100 | 50 |
| 150 | 75 |
| 200 | 100 |
| 250 | 125 |
| 300 | 150 |
| 350 | 175 |
| 400 | 200 |
| 450 | 225 |
| 500 | 250 |

| PLANNING CHART FOR 3/8 CUP FRUIT OR VEGETABLE SERVINGS | |
|---|---|
| NUMBER OF 3/8 CUP SERVINGS NEEDED | EQUIVALENT NUMBER OF 1/4 CUP SERVINGS |
| 25 | 40 |
| 50 | 75 |
| 75 | 115 |
| 100 | 150 |
| 150 | 225 |
| 200 | 300 |
| 250 | 375 |
| 300 | 450 |
| 350 | 525 |
| 400 | 600 |
| 450 | 675 |
| 500 | 750 |

