

SAMPLE * SELF-PREP PRODUCTION & MEAL SERVICE RECORD – BREAKFAST MEALS * SAMPLE

PLANNED MENU

Whole Grain-Rich Waffles
Fresh Strawberry Cup
Mixed Fruit Cup
1% White or FF Chocolate Milk
Syrup

SAMPLE K-12 with OVS

(Cycle Week 1, Day 2)

SITE: ABC School

DATE: September 17, 2021

GRADE GROUPING(S):
(Circle all that apply) K-5 6-8 9-12

UNUSUAL EVENTS: None

SIGNATURE: Mary Lassiter

NUMBER OF MEALS SERVED

(From meal count or register reports)

REIMBURSABLE STUDENT: 89

ADULT/STUDENT SECONDS: 9

STAFF: 2

TOTAL BREAKFASTS: 100

PLANNING SECTION - Complete Before Meal Service

A	B	C
Menu Item & Recipe # or Product Name [e.g., Breakfast Burrito (USDA J-02) or Chicken Patty (Tyson)]	Portion Size/ Amount (e.g., ½ cup, 1 oz, 8 each)	# of Portions Planned (student + adult + staff + a la carte = Total portions planned)

DOCUMENTATION SECTION – Complete After Meal Service

D	E	F	G	H
Total # of Purchase Units Prepared (e.g., 1-96 count case, 2-#10 cans)	Total # of Portions Prepared	# of Portions Leftover & Usage Code (Amount left at the end of meal)	# of Portions Served (student, adult, staff, a la carte)	Temperatures of Items (Start/end of meal services)

Grains/Breads: Must offer a minimum of 1 ounce equivalent (oz. eq.) daily. Minimum weekly oz. eq.: Grades K-5 = 7 oz. eq.; Grades 6-8 = 8 oz. eq.; Grades 9-12 and K-12 = 9 oz. eq. All grains must be whole grain or whole grain-rich (WGR). Includes cooked rice, pasta, hot cereals and ready-to-eat cereals. Refer to the Grains/Breads Chart for minimum portion weights/sizes. Use Grades 9-12 Meal Pattern for K-12 menu plans.

	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
WGR Waffles, 2 (1.2 oz each)	2 oz eq.	90	10	100	1 1/2 - 72 ct case	108	5	F	89	14	103	142	135

Fruit(s)/100% Fruit Juices: Must offer a minimum of 1 cup of fruit daily. Can be from two or more combined smaller portions or one full portion. No more than half of the amount offered may be in the form of juice. All juice must be full-strength. Vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from non-starchy subgroups.

	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
Fresh Strawberry Cup	1/2 cup	75	5	80	23 lbs.	80	7	R/SND	67	6	83	37	38
Mixed Fruit (USDA Foods)	1/2 cup	50	0	50	2 - #10 Cans	48	8	R/SND	40	0	40	39	40

Meats/Meat Alternates: May substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grain requirement is met. May include meats, eggs, cheese, regular/soy yogurt, and peanut, sunflower and other nut butters. May also serve an equivalent portion of mature beans or peas as meat alternate.

	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp

Milk Choices: Must offer 8 fluid ounces for all Grades K-5, 6-8 & 9-12. Must offer two or more choices. Unflavored milk must be offered at each meal service. Unflavored milk may be low-fat (1% or less) or fat-free. Flavored milk must be fat-free. May offer non-dairy, milk equivalent beverages. Only list milk in this section; Juices offered as beverages should be listed in Fruits, bottled water in Extras, etc.

	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
1% White	8 fl. oz	15	5	20	1/2 case	25	4	RTS	19	2	21	36	39
FF Chocolate	8 fl. oz	50	10	60	1-1/2 cases	75	15	RTS	57	3	60	36	39

Condiments/Extras: Indicate condiment portion size. Includes ketchup, light mayonnaise, mustard, reduced-fat salad dressings, cream cheese, syrup, bacon, gelatin desserts, etc.

	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
Syrup (packet)	2 TBSP	90	5	95	1 case	100	13	RTS	79	8	87	RT	RT

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