

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

PLANNED MENU

(Please note any changes/substitutions)

Whole Grain-Rich Corn Dog
Fresh Red & Green Grapes/Chilled Fruit Cup
Baked Beans
Fresh Cucumber Slices with dip
1% White or FF Chocolate Milk

Sample K-8 w/OVS

(Cycle Week 1, Day 2)

SITE: ABC School

DATE: September 17, 2021

GRADE GROUPING(S): K-5 6-8 9-12

(Circle only one unless using K-8 plan then circle K-5 and 6-8)

UNUSUAL EVENTS: None

SIGNATURE: Mary Lassiter

NUMBER OF MEALS SERVED

(From meal count or register reports)

REIMBURSABLE STUDENT: 65

ADULT/STUDENT SECONDS: 10

STAFF: 2

TOTAL LUNCHES: 77

PLANNING SECTION – Complete Before Meal Service

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

DOCUMENTATION SECTION – Complete After Meal Service

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

Meats/Meat Alternates: Must offer 1 ounce daily equivalent portion for Grades K-5 & 6-8 and 2 ounce daily equivalent portion for Grades 9-12. Minimum weekly ounce equivalent (oz. eq.) portions/ servings: Grades K-5 = 8 oz. eq.; Grades 6-8 = 9 oz. eq.; Grades 9-12 = 10 oz. eq. Choices may include meats, eggs, cheese, regular & soy yogurts, and peanut, sunflower, and other nut butters. May also serve equivalent portion of mature beans or peas.

	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
WGR Corn Dog, CN 2M/2G	1ea./4 oz	70	10	80	1 case	80	3	D	65	12	77	169	147

Fruit(s)/100% Fruit Juices: Must offer 1/2 cup daily for Grades K-5 and 6-8 and 1 cup for Grades 9-12. Can be from two or more combined smaller portions or one full portion. Juice must be full-strength and no more than one-half of the weekly fruit offerings at lunch may be in the form of juice (e.g., grades K-8: 2-1/2 cups fruit, 1 cup total per week can be juice; 9-12: 5 cups fruit offered, 2-1/2 cups as juice).

	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp
Fresh Red & Green Grapes	1/2 cup	30	5	35	7 lbs.	36	0	-	30	5	35	38	41
Fruit Cup (USDA, canned)	1/2 cup	45	2	48	2 - #10 Cans	48	18	R/SND	28	2	30	38	40

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

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PLANNING SECTION - Complete Before Meal Service					DOCUMENTATION SECTION – Complete After Meal Service									
A Meal Components: Recipe # or Product Name (e.g., Spaghetti/Pasta, Chicken Nugget Breading from items above)	B Portion Size /Amount (e.g., 1 cup)	C # of Portions Planned (Student + Adult + Staff + A la Carte = Total Portions Planned)			D Total # of Purchase Units Prepared	E Total # of Portions Prepared	F # of Portions Leftover & Usage Code	G # of Portions Served (students, adults, staff, any a la carte)			H Temperatures of Items			
Vegetable(s): Must offer a minimum 3/4 cup for Grades K-5 and 6-8 and 1 cup for Grades 9-12. Can be from two or more combined smaller portions or one full portion. Weekly subgroups must be met.														
	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp	
D/G														
R/O														
B/P	Baked Beans w/sauce	2/3 cup	60	10	70	3 #10 cans	72	5	D	58	9	67	168	153
S														
O	Florida Cucumber Slices	1/2 cup	40	10	50	10 lbs.	50	6	R/SND	34	10	44	40	41
A														
Grains/Breads: Must offer minimum 1 oz. eq. daily for Grades K-5 & 6-8 and 2 oz. eq. daily for Grades 9-12. Minimum weekly requirements: Grades K-5 and 6-8 = 8 oz. eq. servings; Grades 9-12 = 10 oz. eq. servings. All grains must be whole grain or whole grain-rich (WGR). Includes rice, pasta, and hot cereals. Refer to the Grains/Breads Chart for minimum portion weights/sizes of grain items.														
	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp	
	Corn Dog Breading	2 oz eq	70	10	80	See above								
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	20	2	RTS	15	3	20	36	39
	FF Chocolate	8 fl. oz	60	5	65	1- 1/2 cases	65	10	RTS	49	6	55	36	38
Condiments/Extras: Indicate condiment portion size. Includes ketchup, light mayonnaise, mustard, reduced-fat salad dressings, cream cheese, syrup, bacon, gelatin desserts, potato-based chips, etc.														
	Portion Size & Amount	Student	Adults and A la Carte	Total		Total	# Leftover	Code	Student	Adult/ A la Carte	Total	Start Temp	End Temp	
	Light Ranch Dressing, 12 g	1 packet	40	10	50	1/4 case	50	7	RTS	38	10	48	RT	RT
	Ketchup Packet (9 grams)	1 packet	60	10	70	1/10 case	100	22	RTS	68	10	78	RT	RT
	Mustard (5.5 grams)	1 packet	35	5	40	1/4 case	50	8	RTS	30	12	42	RT	RT

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

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