Module 4: Nutrition Services

Score Card

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Instructions
1. Carefully read and discuss the Module 4 Discussion Questions (pages 5-11), which contains questions and scoring descriptions for each item listed on this Score Card.
2. Circle the most appropriate score for each item.
3. After all questions have been scored, calculate the overall Module Score and complete the Module 4 Planning Questions located at the end of this module (pages 13-14).

<table>
<thead>
<tr>
<th>Item</th>
<th>Fully in Place</th>
<th>Partially in Place</th>
<th>Under Development</th>
<th>Not in Place</th>
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<tbody>
<tr>
<td>N.1  Breakfast and lunch programs</td>
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<td>N.2  Variety of offerings in school meals</td>
<td>3</td>
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<td>N.3  Healthy food purchasing and preparation practices</td>
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<td>N.4  Venues outside the cafeteria offer fruits and vegetables</td>
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<td>N.6  Adequate time to eat school meals</td>
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<td>N.10/ Preparedness for food emergencies</td>
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<td>N.11 Farm to School activities.</td>
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</table>

COLUMN TOTALS: For each column, add up the numbers that are circled and enter the sum in this row.

TOTAL POINTS: Add the four sums above and enter the total to the right.

MODULE SCORE = (Total Points / 33) X 100 %
Module 4: Nutrition Services

Discussion Questions

N.1 Breakfast and lunch programs.

Does your school offer school meals (breakfast and lunch) programs that are fully accessible to all students?

3 = Yes.
2 = Our school offers breakfast and lunch programs, but they are not fully accessible to all students.
1 = Our school offers only a lunch program, but there are plans to add a breakfast program.
0 = Our school offers only a lunch program and there are no plans to add a breakfast program, or the school does not offer a breakfast or a lunch program.

N.2 Variety of offerings in school meals.

Do school meals include a variety of offerings that meet the following criteria?

Lunch

✓ Go beyond the National School Lunch Program requirements to offer one additional serving per week from any of the 3 vegetable subgroups (dark green, red and orange, dry beans and peas)
✓ Offer a different fruit every day of the week during lunch (100% fruit juice can be counted as a fruit only once per week)
✓ Offer fresh fruit at least 1 day per week
✓ Offer foods that address the cultural practices of the student population
✓ Offer an alternative entrée option at least one time per week that is legume based, reduced fat dairy or fish based (including tuna)
✓ Offer at least 3 different types of whole grain-rich food items each week

Breakfast

✓ Offer at least 3 different fruits and vegetables each week (100% fruit juice can be counted as a fruit only once per week)
✓ Offer fresh fruit at least 1 day per week

NOTE: A school meal is a set of foods that meets school meal program regulations. This does not include à la carte offerings.

3 = Yes, meets six to eight of these criteria for variety.
2 = Meets three to five of these criteria for variety.
1 = Meets one to two of these criteria for variety.
0 = Meets none of these criteria for variety.
N.3 Healthy food purchasing and preparation practices.

Does the school food service consistently follow practices that ensure healthier foods are purchased and prepared for service?

✓ Spoon solid fat from chilled meat and poultry broth before use
✓ Use specifications requiring lower sodium content in prepared foods such as hamburgers, pizza, chicken nuggets, etc.; and canned products such as vegetables, sauces, etc.
✓ Use specifications requiring lower added sugar content in prepared foods such as whole grain cold cereals or cereal bars (e.g., candy or yogurt coated); breakfast items such as pancakes or waffles (e.g., infused with syrup); and canned products such as fruit (e.g., packed heavy syrup).
✓ Roast, bake or broil meat rather than fry it
✓ Prepare vegetables by steaming or baking
✓ Prepare vegetables using little or no fat
✓ Cook with nonstick spray or pan liners rather than with grease or oil
✓ Use frozen vegetables or low-sodium canned vegetables instead of regular canned vegetables
✓ Use products that are locally grown or produced such as milk, produce and/or meats, chicken or fish
✓ Follow standardized recipes that are low in fats, oils, sodium and added sugars
✓ Use other seasonings, including fresh herbs, in place of salt. Herbs could be from school gardens or local markets.

3 = Yes, follows ten to eleven of these practices.
2 = Follows eight to nine of these practices.
1 = Follows five to six of these practices.
0 = Follows four or fewer of these practices.
N.4 Venues outside the cafeteria offer fruits and vegetables

Do **venues outside the cafeteria** (e.g., vending machines, school stores, canteens, snack bars, or snack or food carts) where food is available offer fruits and non-fried vegetables?

3 = Yes, most or all venues outside the cafeteria do.
2 = About half of the venues do.
1 = Fewer than half of the venues do.
0 = None of the venues do.

N.5 Promote healthy food and beverage choices using Smarter Lunchroom techniques

Are healthy food and beverage choices promoted through the following techniques?

✓ Whole fruit options are displayed in attractive bowls or baskets (instead of chaffing dishes or hotel pans)
✓ Sliced or cut fruit is available daily
✓ Daily fruit options are displayed in a location in the line of sight and reach of students
✓ All available vegetable options have been given creative or descriptive names
✓ Daily vegetable options are bundled into all grab and go meals available to students
✓ All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal
✓ White milk is placed in front of other beverages in all coolers
✓ Alternative entrée options (salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas
✓ A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.)
✓ Student surveys and taste testing opportunities are used to inform menu development, dining space decor, and promotional ideas
✓ Student artwork is displayed in the service and/or dining areas
✓ Daily announcements are displayed in the service and/or dining areas
✓ Student surveys and taste testing opportunities are used to inform menu development, dining space decor, and promotional ideas

3 = Yes, healthy food and beverage choices are promoted through **ten or more** of these techniques.
2 = Healthy food and beverage choices are promoted through **five to nine** of these techniques.
1 = Healthy food and beverage choices are promoted through **one to four** of these techniques.
0 = Healthy food and beverage choices are promoted through **none** of these techniques.
N.6 Adequate time to eat school meals

Do students have at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they are seated?

3 = Yes. (NOTE: If the school does not have a breakfast program, but does provide at least 20 minutes for lunch, you can select 3.)
2 = Have adequate time for breakfast or lunch, but not for both.
1 = No, but there are plans to increase the time.
0 = No.
N.7 Collaboration between nutrition services staff members and teachers

Do nutrition services staff members use three or more of the following methods to collaborate with teachers to reinforce nutrition education lessons taught in the classroom?

- ✓ Participate in design and implementation of nutrition education programs
- ✓ Display educational and informational materials that reinforce classroom lessons
- ✓ Provide food for use in classroom nutrition education lessons
- ✓ Provide ideas for classroom nutrition education lessons
- ✓ Teach lessons or give presentations to students
- ✓ Provide cafeteria tours for classes

3 = Yes, use three or more methods.
2 = Use two of these methods.
1 = Use one of these methods.
0 = Use none of these methods.

N.8 Annual continuing education and training requirements for school nutrition services staff.

Do all school nutrition program managers and staff meet or exceed the annual continuing education/training hours required by the USDA’s Professional Standards requirements?

Topics covered may include, but are not limited to, food safety and HACCP, nutrition standards updates in school meals, food sensitivities and allergies, customer service or food production techniques.

Note: USDA’s Professional Standards requirements would establish minimum professional standards for school nutrition personnel who manage and operate the National School Lunch and School Breakfast Programs. (See http://professionalstandards.nal.usda.gov/content/professional-standards-information)

3 = Yes, all food and nutrition services staff meet or exceed the annual continuing education/training hours required by the USDA’s Professional Standards requirements.
2 = Most food and nutrition services staff meet or exceed the annual continuing education/training hours required by the USDA’s Professional Standards requirements.
1 = Some food and nutrition services staff meet or exceed the annual continuing education/training hours required by the USDA’s Professional Standards requirements.
0 = No, no food and nutrition services staff meet or exceed the annual continuing education/training hours required by the USDA’s Professional Standards requirements.
N.9/S.1 Clean, safe, pleasant cafeteria

Does the school provide students with a clean, safe, and pleasant cafeteria, according to the following criteria?
✓ Physical structure (e.g., walls, floor covering) does not need repairs
✓ Tables and chairs are not damaged and are of appropriate size for all students
✓ Seating is not overcrowded (i.e., never more than 100% of capacity)
✓ Rules for safe behavior (e.g., no running, no throwing food or utensils) are enforced
✓ Tables and floors are cleaned between lunch periods or shifts
✓ Age-appropriate decorations are used
✓ Appropriate practices are used to prevent excessive noise levels (e.g., no whistles)
✓ Smells are pleasant and not offensive
✓ Appropriate eating devices are available when needed for students with special health care needs

3 = Yes, cafeteria meets all nine of these criteria.
2 = Meets five to eight of these criteria.
1 = Meets three or four of these criteria.
0 = Meets two or fewer of these criteria.

N.10/S.2 Preparedness for food emergencies

Are school nutrition service staff members and cafeteria monitors (e.g., teachers, aides) trained to respond quickly and effectively to the following types of food emergencies?
✓ Choking
✓ Natural disasters (e.g., electrical outages affecting refrigeration)
✓ Medical emergencies (e.g., severe food allergy reactions, diabetic reactions)
✓ Attempts to introduce biological or other hazards into the food supply
✓ Situations that require students or others to shelter in the school

3 = Yes, trained for all five types of emergencies.
2 = Trained for three or four types of emergencies.
1 = Trained for one or two types of emergencies.
0 = Trained for none of these types of emergencies.
N.11  Farm to School activities

Is your school implementing any Farm to School activities?
✓ Local and/or regional products are incorporated into the school meal program
✓ Messages about agriculture and nutrition are reinforced throughout the learning environment
✓ School hosts a school garden
✓ School hosts field trips to local farms
✓ School utilizes promotions or special events, such as tastings, that highlight the local/regional products

3 = Yes, our school is implementing **four to five** of these activities.
2 = Our school is implementing **two to three** of these activities.
1 = Our school is implementing **at least one** of these activities.
0 = No, our school is **not implementing any** of these activities.
Module 4: Nutrition Services

Planning Questions
(photocopy before using)

The Module 4 Planning Questions will help your school use its School Health Index results to identify and prioritize changes that will improve policies and programs to improve students’ health and safety.

Planning Question 1
Look back at the scores you assigned to each question. According to these scores, what are the strengths and the weaknesses of your school’s food service policies and programs?

Planning Question 2
For each of the weaknesses identified above, list several recommended actions to improve the school’s scores (e.g., offer an accessible school breakfast program).