

The Lunch Line

Bureau of Nutrition, Health and Transportation Services

Please route to:

- Food Service Director
 Kitchen Staff

- Record Keeper
 Principal

- Superintendent

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Promote the Most Important Meal of the Day—March 3-7, 2008

Menu ideas, fun activities for the kids, free brochures for parents, and many other resources are available to celebrate National School Breakfast Week, March 3-7, 2008. *School Breakfast—Fuel Your Imagination* is the theme for this year's celebration sponsored by the School Nutrition Association. The purpose of the week is to highlight the importance of school breakfast for students of all ages. School breakfast fuels minds for better learning.

National School Breakfast Week is also a good time to highlight the valuable work that your School Nutrition Professionals do every day of the school year. Host a special event, try the featured recipes from SNA, encourage the students in your school to go to www.schoolbreakfast.org where they can learn fun breakfast and space facts, or vote for their favorite breakfast "rocket" (Lunar Eggexplorer, Bagelstar Galatica, or Sausage Saucer) to see who will make it to "Planet Breakfast" first. You can order free brochures for parents that highlight the importance of breakfast and download fun activity pages for students. Or you can purchase promotional items such as balloons, pencils, posters, aprons, t-shirts, etc. at www.schoolnutrition.org/nsbw. Making school meals fun and interesting is one way to promote participation.

Consider some new menu ideas for National School Breakfast Week. SNA has come up with some interesting ideas with the space theme to fuel the students at your school:

- Molten Space Cereal with Asteroids and Space Dust,
- Blast-off Burrito with Rocket Wedges,
- Pluto Pancakes and Saturn Sausages,
- Galaxy of Grub, and
- Faraway French Toast with Space Syrup

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You might consider National School Breakfast Week as a time to introduce new “grab ‘n go” items on your breakfast menu, or open the discussion about possible classroom breakfast for younger age groups. See the feature article in the March 2007 Lunch Line about a successful classroom breakfast project in Marshalltown.

The School Breakfast Program started as a pilot program in 1966 targeted to areas where there was a large population of low income students or where children had to travel a long distance to school. During the next few years the pilot program was extended and further defined until it received permanent authorization as a USDA School Meals programs in 1975. That authorization stated “the breakfast program should be made available in all schools where it is needed to provide adequate nutrition for children in attendance.” If there are children in your school who are skipping breakfast, the school breakfast program is needed. Research shows that the over-all diets of children who eat breakfast rank higher on the Healthy Eating Index. Children who skip breakfast usually don’t make up the nutrients they miss later in the day. Children who have had a filling breakfast can concentrate on their school work instead of their growling stomachs.

Students can’t benefit from the School Breakfast Program if they don’t participate. Families from all economic levels may have hectic morning schedules that make breakfast at home a challenge; but children who may be at greater nutrition risk, because their family income is low, are the ones who get the greatest benefit from breakfast. In Iowa we are not doing as well as other states with serving breakfast to those children who receive free or reduced price lunches. Iowa ranked 41st in the nation according to the 2006 Food Research and Action Council School Breakfast Report Card. During the 2005-06 school year only about 37 Iowa children received free or reduced price breakfast for every 100 children who received free or reduced price lunch.

Make it your goal for National School Breakfast Week 2008 to increase that number in your school. Visit www.schoolnutrition.org/nsbw to get ideas for National School Breakfast Week. Have a great celebration, and send a report of your activities to the Department of Education, Bureau of Nutrition, Health and Transportation Services so we can share your successful celebrations with others in a future *LunchLine*.

2008 Summer Food Service Program (SFSP) Workshops

The following 2008 SFSP workshops are planned for your assistance. Each SFSP workshop will be telecast to several sites on the Iowa Communication Network (ICN) for your convenience.

SFSP General Information Workshop

February 13, 2008 9 AM-1 PM

SFSP Application Submission Assistance Workshop

March 12, 2008 9 AM-1 PM

SFSP Required Sponsor Training Workshop

April 30, 2008 9 AM-1 PM

Pre-registration is required for each workshop you plan to attend. Registration forms and related information is available at:

<http://www.iowa.gov/educate/content/category/16/442/866/> Go to "Nutrition Programs" under K-12 Education, and link to "Nutrition Training Events". Copy the registration form and mail/fax the completed form as instructed on the form.

I have never heard an SFSP sponsor express regret for participating, but I have heard a multitude of comments of satisfaction and pride for being a sponsor. The SFSP and Iowa's children need you! Please consider being a 2008 SFSP sponsor. The SFSP General Information Workshop will help you make an informed decision; plan to attend.

For more information, contact Rod Bakken, Bureau of Nutrition, Health and Transportation Services, Iowa Department of Education, Grimes State Office Building, 400 E 14th St, Des Moines, IA 50319-0146 or rod.bakken@iowa.gov or phone (515) 281-4760.

Expenditure Sources by Category

Expenditure may be defined as costs that are identified with the operation of the school nutrition program such as compensation for employees, cost of materials and food, equipment expenditures, and overhead expenditures. One of the greatest expenditures to the school nutrition program is labor. In addition to hourly wages and salaries, labor costs consist of additional fringe benefits including social security, health insurance, retirement, vacation, sick leave, holiday pay, and unemployment insurance. As a general guideline labor expenditures usually account for 40% to 45% of the school nutrition program budget.

The cost of food is another large part of the school nutrition program budget. When calculating your food cost it is important to consider the cost of donated commodities. As a general guideline food expenditures, when factoring in the cost of commodities, usually account for 40-45% of the overall school nutrition program budget. If the cost of commodities is not included, the general guideline for food expenditures is 37-38% of the school nutrition budget. Food expenditures can be monitored by taking daily, weekly, monthly, quarterly, or yearly inventory. However, it is recommended food expenditures should be inventoried at least monthly so that corrective action can be taken when year to date expenditures deviate from the budget.

Additional costs to the school nutrition program can include supplies, overhead, capital equipment/furniture, and indirect costs. Supply costs can include silverware or small wares, disposables, menu printing, office supplies, and cleaning products. Overhead can include utilities, postage, waste management, software, and additional labor such as secretaries being cashiers during lunch. Capital equipment refers to expenditures over a specified dollar amount as defined by the state that has a life expectancy of over one year. The specified dollar amount required in Iowa is \$500.00 or the districts designation of dollar value if lower. Capital equipment or furniture can include food preparation equipment, refrigeration equipment, serving line

equipment, computer hardware, copying machines, fax machines, office desks, and dining room tables and chairs. Indirect costs are the school nutrition program's share of the general school district overhead that have been incurred for the common or joint purposes and cannot be readily identified as a direct cost. An example of indirect cost would be payroll department or accounting department functions.

Regular monitoring of costs for the school nutrition program is important. It is a control measure for keeping labor, food, and supply costs in line with the budget. Also, regular monitoring can be a useful tool for forecasting future costs and needs.

Self-Monitoring Report

School Food Authorities with more than one building are required to complete no less than one on-site review of the lunch counting and claiming system employed by each school under its jurisdiction.

Each on-site review shall ensure that the school's claim is based on the counting system authorized by the State Agency and the counting system, as implemented, yields the actual number of reimbursable free, reduced price and paid lunches, respectively served for each day of operation.

The on-site review shall take place prior to February 1 of each school year.

If the review discloses problems, the SFA shall ensure the corrective action is implemented and within 45 days the SFA shall conduct a follow-up review to determine that the corrective action resolved the problem.

You will find the self-monitoring report form on the CNP2000 system, in your on-line application. Click the view button on the Form Download line and look for NSLP018 and select PDF or ZIP file.

Do We Need to Use Product Specifications?

Ethical purchasing practices ensure the use of high quality, safe ingredients and products. Using product specifications can help control the food costs for a district by having vendors bid on specific products the nutrition program plans to use. Written specifications encourage maximum competition among qualified vendors who are given equal opportunity to provide products.

A specification is a statement that contains a detailed description of a product. The following are potential characteristics that should be included in a written specification:

- Name of Product.
- Federal Grade if appropriate.
- Size information for container and product.
- Bid unit (unit that the price will be based on).
- Quality indicators such as type, style, pack, syrup density, age, cutting instructions, weight range, composition, condition on receipt of product, fat content, cut of meat used, variety, geographical origin, temperature on delivery, milk fat content, milk solids, brand names, yield, processing method, trade association standards or chemical standards.
- Packaging procedures and type of package.
- Test or inspection procedures.

Some of the best specifications are written by the food technologists at the Agricultural Marketing Service (AMS) and the Farm Service Agency (FSA) branches of USDA. Specifications for donated foods purchased by AMS can be found at <http://www.ams.usda.gov/> by selecting food purchases and then the product description to view the specifications.

Using specifications when purchasing clarifies the product that you want to use, informs the distributor and manufacturer what product you want, and identifies for the individual receiving products what should be delivered. Specifications should be in writing to be most effective.

A school district may choose to work with pre-approved brands as a part of developing specifications. However, approved brands cannot restrict competition.

If you would like more information on making effective purchasing decisions, make plans now to attend **First Choice—A Procurement Workshop** offered during Summer Short Courses 2008. The dates are July 7-9, 2008 in Ames. Hope to see you there!

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In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

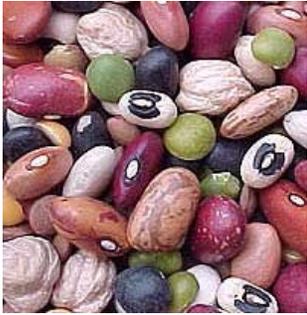
To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity employer."

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If you have questions or grievances related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, Des Moines, IA 50319-0146, telephone number 515/281-5295; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661, telephone number 312/730-1560, fax 312/730-1576, email: OCR.Chicago@ed.gov.

Incredible Edible...Beans



If there was ever a food that fulfilled a nutritionist's dream, it would be legumes. What other food is low in cost, low in fat, has no cholesterol, low in calories, versatile (there are so many kinds of beans and each one can be served so

many different ways), and requires minimal processing. A few additional perks for legumes include their high iron and high fiber content. For those who are interested in the environment, legumes fit the bill with their low ecological impact. They are loaded with antioxidants and can be used as a vegetarian option for students. Additionally, legumes can be credited as two different components? Legumes can be counted toward the meat alternate component or the vegetable component.

The HealthierUS School Challenge criterion includes serving legumes one or more times per week. When you read specifics about legumes, it is surprising that a weekly appearance in school menus could be a challenge, yet as you look over school menus, legumes are seldom included.

Crediting legumes

If meat products are credited by cooked weight, how are dry beans and peas credited for the child nutrition program? According to the Food Buying Guide; ½ cup of cooked dry beans or peas is equal to 2 ounces of meat/meat alternate or ½ cup of vegetable.

Canned vs. dry

Canned beans are easy to prepare (drain, rinse, heat and serve). Dry beans are less expensive than canned beans but need to be presoaked before cooking.

Yield

A #10 can of beans has a different yield depending on the type of bean and whether it is heated and drained so be sure to check the food buying guide before starting your testing. If you are just adding beans as a way to increase the nutrient value of menus then you don't need to be as concerned about crediting the item.

Ways to include more legumes

- Modify meat recipes by replacing half the meat with legumes.
- Add legumes to salads and soups.
- Use pureed beans for spreads (such as hummus) and serve with whole grain bread or crackers for additional benefits.
- Experiment with different types of beans for more variety.
- As a last resort, puree the beans and hide them in the food.

Meeting Special Dietary Needs in CNP – ICN Sessions

Children with special food and nutrition needs are increasing. Serving these children can present challenges and rewards along with many questions. If you are interested in more information on your responsibility and how to make accommodations, mark these dates on your calendar.

Meeting Special Dietary Needs in Child Nutrition Programs

Information and Guidance presented in two ICN sessions

March 4, 2008

2:00 - 4:00 PM Introduction
Legal requirements
Children with Diabetes

April 8, 2008

2:00 - 4:00 PM Children with allergies
Children with inborn metabolism errors
Summary

Standard Operating Procedure (SOP) Update

The Iowa State University, Hotel, Restaurant, and Institution Management Extension have updated their SOPs to reflect the 2005 Food Code. The updated SOPs can be found at: <http://www.extension.iastate.edu/HRIM/HACCP/schoolfoodservice.htm>

The following is a sample SOP:



School District: _____

Department: _____

Policy No: _____

Standard Operating Procedure

Glove and Utensil Use

Policy: Gloves or utensils will be used for handling all ready-to-eat foods and when there are cuts, sores, burns, or lesions on the hands of food handlers.

Procedure: All employees handling food or utensils must:

1. Wash hands thoroughly prior to putting on gloves and when gloves are changed.
2. Change gloves when:
 - beginning each new task.
 - they become soiled or torn.
 - they are in continual use for four hours.
 - finished handling raw meat and before handling cooked or ready-to-eat foods.
3. Use utensils, such as deli-tissue, spatulas, or tongs, as an alternative to gloves.
4. Cover cuts and sores on hands, including fingernails, with clean bandages. If hands are bandaged, clean gloves or finger cots (protective coverings) should be worn at all times to protect the bandage and to prevent it from falling into food.

The unit supervisor will:

1. Purchase powder-free, non-latex gloves in appropriate sizes.
2. Purchase appropriate utensils.
3. Observe all employees daily to ensure that they are following procedures.
4. Follow up as necessary.

Cedar Rapids Schools Addresses Peanut Allergy Problem

Editor's Note: The following article text from the KCRG-TV News website is one approach for dealing with part of the issues related to dealing with peanut allergies.

CEDAR RAPIDS – As many as one child out of every 80 might now be allergic to peanuts – many of them deadly allergic. With so many kids craving peanut butter, that's not good news for parents and schools. But the Cedar Rapids School District is now looking at a safe solution to this peanut problem.

For the first time in three years, Coolidge Elementary students can finally eat that simple combo so many of them love – bread, jelly, and peanut butter...almost! It's actually called SunButter. Made from sunflower seeds it certainly fooled more than one kid.



You really can't tell the difference between this stuff and the real thing. It looks like peanut butter. It spreads like peanut butter. And it even tastes like peanut butter.

Coolidge Elementary is one of three schools in the district that no longer offer peanut butter on the lunch menu. That's because so many kids had a peanut allergy. But most people aren't allergic to sunflower seeds, in fact, it's a rare allergy to have.

Suzy Ketelsen, the district's food and nutrition manager says, "We can reintroduce a product similar to peanut butter that's very, very popular in our district, yet it reduces the risk of peanut exposure."

Coolidge is one of ten schools in the district testing SunButter. If it goes over well here, this safe solution to peanut butter could be in all schools by next month.

By Josh Hinkle, Reporter, KCRG-TV9

Julia's Tidbits

New Training Opportunities

The Bureau of Nutrition, Health and Transportation Services periodically offers training in conjunction with Iowa Public Television (IPTV) over the Iowa Communications Network (ICN) through programming called K-12 Connections. With this programming, the ICN site locations for viewing are determined at the time of registration and registration is done on line via the IPTV website. Only limited types of content are eligible for this type of programming. Upcoming training in three different topic areas will be offered via this format. The workshop topics are Dealing with Norovirus, Special Dietary Needs and Civil Rights. As program details are finalized, registration is opened, information is posted as to content overview, intended audience, on the IPTV website, <http://www.k12connections.iptv.org/>, look for the items by the date of the offering and topic area.

- **Norovirus School Prevention and Management**
Monday, January 28, 2008, 2:00 pm – 3:00 pm.
- **Meeting Special Dietary Needs in Child Nutrition Programs**, (see topics and dates on page 5)
- **Civil Rights in Child Nutrition Programs**
Thursday, April 3, 2008, 2:00 pm – 4:00 pm

Check the Bureau website and warrant inserts for more information on registering for these classes.

Farm to School

The Iowa Farm to School Council as created by state legislation passed last spring, held their first meeting on Tuesday, January 8th. The Council is in the process of collecting information on current linkages between schools and local producers. That might include such things as buying produce or meat from a local producer/locker, classroom visits to farms, or producers speaking to student classes. If you are aware of any of these initiatives happening in your community, please email me with a brief overview, julia.thorius@iowa.gov, it would be appreciated if you would put Farm to School in the subject line.

As part of this initiative a Farm to School panel will be included on the program for the upcoming spring SNA Iowa District School Food Service Workshops. If you have particular questions you would like to see addressed as part of these programs, send them to me as well. Input may also be sent to Laurie Crane, the SNA Iowa representative on the Council at cranel.@davenportschools.org.

Commodity News

Commodity Advisory Council

The next Commodity Advisory Council meeting is set for Friday, February 22, 2008. If you have any concerns, questions, etc. contact a council member in your area.

Joyce Flink	Odebolt-Arthur CSD	712-668-2767
Ann Lehman	Mt. Pleasant CSD	319-385-7704
Dalieth Johnston	East Greene CSD	515-436-7721
Jeff Reeves	Webster City CSD	515-832-9218
Sherry Kaiser	W. Dubuque CSD	563-744-3512
Andrea Mahler	North Scott CSD	563-285-4612
LaRae Doll	Johnston CSD	515-278-0278
Rich Luze	Sioux City CSD	712-279-6860
Marge Carson	Xavier High School	319-378-4297
Curtis DeWulf	Holy Family School	563-582-5456

Iowa Food Distribution Program

If you need additional information, commodity values, or forms for the Commodity Food Distribution programs, please visit our website at: <http://www.iowa.gov/educate/> You may also visit USDA's Food Distribution Program website at <http://www.fns.usda.gov/fdd/news>

Reminder

If you are ordering commodities by the Internet, you will no longer receive the paper copy unless requested. Be sure we have your email address so we can let you know ASAP when the next order is up and ready on the web.

Deliveries Short/Damaged

When commodities arrive at your school, the product unloaded should be carefully counted and checked to make sure you are receiving the correct amounts. If you discover a shortage or any damage, make sure the driver makes a note on the warehouse release and initials it. **You must have a driver's signature indicating a problem on your delivery, before any adjustment can be made on your billing.**

Commodity Booklets Available

If your school needs any of the following commodity booklets, please let [Mary Jo Clark](mailto:MaryJo.Clark@iowa.gov), 515-281-4751 or [Dean Flaws](mailto:Dean.Flaws@iowa.gov), 515-281-4032 know:

- A. Commodity Processor Fact Booklet
the 2007-08 edition may also be found on the website at <http://www.iowa.gov/educate/>
- B. Single Inventory booklet
- C. Commodity Ordering by Internet

Order Forms from United Commodity Group

Some schools have been receiving order forms from the United Commodity Group. If it is titled "Iowa Commercial Products" it has nothing to do with our state commodity food program. You would be buying these products on the commercial market at a commercial price.

Iowa Commercial Products

Will be available to schools for the 8E (February) Delivery will be a product called SunButter. It will have a code number of #1985, come in a 30 pound case (6/5 lb.) and have a case value of \$37.74. Have your school try it out if you are looking for a peanut butter alternative, see the news article "Cedar Rapids Schools Solve Peanut Problem" by Josh Hinkle, Reporter, KCRG-TV News on page 7.

Anticipated Dates

The Commodity order form will be up and on the web:

8A	Aug/Sept. Delivery	(On the web)
8B	October Delivery	(On the web)
8C	Nov/Dec Delivery	(On the web)
8D	January Delivery	(On the web)
8E	Feb/Mar Delivery	(On the web)
8F	April Delivery	(On the web)

Check Out the Lending Library!!

Resources from the Bureau include the use of a lending library. Videos, DVDs, reference books, cookbooks, curriculum and children's books are available on loan to schools without charge. If you are looking for something in particular, contact Mary Jo Clark at 515-281-4751 or email her at MaryJo.Clark@iowa.gov.

Web Resources

Discover School Breakfast Toolkit

This kit is designed for individuals who have an interest in increasing access to the School Breakfast Program, determine the type of meal service most suited to their needs and developing a marketing plan that will capture and keep all of their customers.

<http://www.fns.usda.gov/cnd/breakfast/toolkit/Default.htm>

Menu Planning

The following links contain information and training on planning nutritious and balanced meals for service under the SBP.

<http://www.fns.usda.gov/cnd/breakfast/Menu/sbp-menu-planning.htm>

About School Breakfast - Fuel Your Imagination

The purpose of the "Fuel Your Imagination" campaign is to educate students about the importance of eating breakfast and the benefits of eating breakfast at school.

As well as educate, "Fuel Your Imagination" will entertain children with a fun interactive space theme, help them learn more about nutrition and foster their creativity. The campaign runs from November 2007 to March 2008, culminating during National School Breakfast Week, March 3-7, 2008.

<http://docs.schoolnutrition.org/meetingsandevents/nsbw2008/index.html>

Beans and Other Legumes: Types and Tasty Tips

This guide describes common types of beans and legumes, tips for preparing them and ways to add more legumes to your meals and snacks.

<http://www.mayoclinic.com/health/legumes/NU00260>

Multimedia Reservation Form Nutrition, Health and Transportation Services

Your name _____

Title _____

Phone () _____

Email _____

Agreement # _____

Mailing Address:

School/
Organization _____

Street _____

City _____ IA Zip _____

Your Request: We will make very effort to provide the material you request for the time you want. If the material is already taken, we will contact you by email to suggest another selection. **Material must be returned no later than 2 weeks after receipt!**

Loan # and Material title (s) (Please include both):

1 _____

2 _____

Training objectives:

Date(s) of use _____

Alternate date(s) _____

Group(s) to be trained _____

Approximate size of group(s) _____

Mail to: Mary Jo Clark
Department of Education
Grimes State Office Building
400 E 14th St
Des Moines, IA 50319-0146

Or FAX to: Mary Jo Clark at 515-281-6548
If you have questions, please call Mary Jo at 515-281-4751 or e-mail: maryjo.clark@iowa.gov