

## MENU PLANNING SYSTEM

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### **OPTION #1 FOOD BASED MENU PLANNING - TRADITIONAL**

Menus must contain the required food components in the correct portion sizes for age/grade groups as established by USDA. Menus for reimbursable lunches must offer: fluid milk, lean meat/meat alternate, 2 servings of different fruits and/or vegetables, and a minimum of 8 servings of breads/grains per week. Refer to attached Traditional Food Based Menu Planning Approach.

### **OPTION #2 FOOD BASED MENU PLANNING - ENHANCED**

Menus must contain the required food components in the correct portion sizes for age/grade groups as established by USDA. Menus for reimbursable lunches must offer: fluid milk, lean meat/meat alternate, 2 servings of different fruits and/or vegetables, and 12 servings of breads/grains per week at elementary schools or 15 servings of breads/grains per week at secondary schools. Refer to attached Enhanced Food Based Menu Planning Approach. Note: Grain based desserts may be used to meet part of the bread/grain component.

### **OPTION #3 NUTRIENT STANDARD MENU PLANNING**

Three (3) items must be offered for reimbursable lunches every day --- an entree, a side dish, and fluid milk. The nutrient content of menus planned must be analyzed using USDA approved software. Nutrients will be analyzed and averaged for an entire week. There are no specific components or specific portion sizes, but the nutrient standards for ages/grades must be met. Refer to Minimum Nutrient Standards.

### **OPTION #4 ASSISTED NUTRIENT STANDARD MENU PLANNING**

Exactly the same as *Nutrient Standard Menu Planning*, except cycle menus are developed and analyzed by other sources using an approved USDA nutrient analysis software program. Other sources may include: another school district, private consultants or food service management companies.

### **OPTION #5 ALTERNATE MENU PLANNING APPROACH**

Menu planning system, developed by SFA, that differs from the standard approaches (option #1 – option #4).

*State Agency review and approval is required to use an alternate menu planning approach. Written documentation clearly identifying the menu planning approach must be submitted prior to State Agency approval of the renewal/agreement.*

## Traditional Food Based Menu Planning

***If you select Traditional Food-Based Menu Planning, you will use the lunch meal pattern shown on the following two pages. Here are some things to keep in mind:***

1. The FIVE required food items for a daily lunch are:
  - One serving of Meat/Meat Alternate
  - One serving of Grains/Breads
  - Two servings of Vegetables (must be two different vegetables), or two servings of Fruits (must be two different fruits), or one of each
  - One serving of Milk
2. For some components, servings are specified by day. For others, servings are specified on a daily and weekly basis.
3. Minimum requirements are shown.

The meal pattern shows the *minimum* number of servings and portion sizes for each of the required food components for lunches planned with the Traditional approach. You may increase portion sizes and add additional foods when needed.

4. Information is given for several different age/grade groups.

If your schools serve Grades K-12, it is best to use *at least* the two established age/grade groups. These are for Grades K-3 and Grades 4-12. To go even farther in targeting meals to the ages of the children you serve, you may also use the group shown in the last column. This group — for Grades 7-12 — is *recommended* although not required.

Because some schools serve very young children, the meal pattern also shows minimum quantities for children 1- to 2-years-old and preschoolers (children older than 2 years). USDA has not set nutrient standards for the 1- to 2-year-old group.



## MENU PLANNING IN THE NATIONAL SCHOOL LUNCH PROGRAM

The National School Lunch Act mandates that school meals "safeguard the health and well-being of the Nation's children". Participating schools must serve lunches that are consistent with the applicable recommendations of the most recent Dietary Guidelines for Americans including: eat a variety of foods; choose a diet with plenty of grain products, vegetables and fruits; choose a diet moderate in sugars and salt; and choose a diet with 30% or less of calories from fat and less than 10% of calories from saturated fat. In addition, lunches must provide, on average over each school week, at least 1/3 of the daily Recommended Dietary Allowances for protein, iron, calcium, and vitamins A and C. To provide local food service professionals with flexibility, there are four menu planning approaches to plan healthful and appealing meals. Schools choose one of the approaches below. The choice of what specific foods are served and how they are prepared and presented are made by local schools.

### The Traditional Food-Based Menu Planning Approach

Under the Traditional Food-Based Menu Planning Approach, schools must comply with specific component and quantity requirements by offering five food items from four food components. These components are: meat/meat alternate, vegetables and/or fruits, grains/breads, and milk. Minimum portion sizes are established by ages and grade groups.

(See chart on following page)

TRADITIONAL FOOD-BASED MENU PLANNING APPROACH—MEAL PATTERN FOR LUNCHES

FOOD COMPONENTS AND FOOD ITEMS	MINIMUM QUANTITIES				RECOMMENDED QUANTITIES
	GROUP I AGES 1-2 PRESCHOOL	GROUP II AGES 3-4 PRESCHOOL	GROUP III, AGES 5-8 GRADES K-3	GROUP IV AGES 9 AND OLDER GRADES 4-12	GROUP V AGES 12 AND OLDER GRADES 7-12
Milk (as a beverage)	6 fluid ounces	6 fluid ounces	8 fluid ounces	8 fluid ounces	8 fluid ounces
Meat or Meat Alternate (quantity of the edible portion as served):					
Lean meat, poultry, or fish	1 ounce	1½ ounces	1½ ounces	2 ounces	3 ounces
Alternate Protein Products <sup>1</sup>	1 ounce	1½ ounces	1½ ounces	2 ounces	3 ounces
Cheese	1 ounce	1½ ounces	1½ ounces	2 ounces	3 ounces
Large egg	½	¾	¾	1	1½
Cooked dry beans or peas	¼ cup	3/8 cup	3/8 cup	½ cup	¾ cup
Peanut butter or other nut or seed butters	2 tablespoons	3 tablespoons	3 tablespoons	4 tablespoons	6 tablespoons
Yogurt, plain or flavored, unsweetened or sweetened	4 ounces or ½ cup	6 ounces or ¾ cup	6 ounces or ¾ cup	8 ounces or 1 cup	12 ounces or 1½ cups
The following may be used to meet no more than 50% of the requirement and must be used in combination with any of the above: Peanuts, soynuts, tree nuts, or seeds, as listed in program guidance, or an equivalent quantity of any combination of the above meat/meat alternate (1 ounce of nuts/seeds=1 ounce of cooked lean meat, poultry, or fish)	½ ounce =50%	¾ ounce =50%	¾ ounce =50%	1 ounce =50%	1½ ounces =50%
Vegetable or Fruit: 2 or more servings of vegetables, fruits or both	½ cup	½ cup	½ cup	¾ cup	¾ cup
Grains/Breads: (servings per week): Must be enriched or whole grain. A serving is a slice of bread or an equivalent serving of biscuits, rolls, etc., or ½ cup of cooked rice, macaroni, noodles, other pasta products or cereal grains	5 servings per week <sup>2</sup> -- minimum of ½ serving per day	8 servings per week <sup>2</sup> -- minimum of 1 serving per day	8 servings per week <sup>2</sup> -- minimum of 1 serving per day	8 servings per week <sup>2</sup> -- minimum of 1 serving per day	10 servings per week <sup>2</sup> -- minimum of 1 serving per day

<sup>1</sup> Must meet the requirements in appendix A of 7 CFR 210.

<sup>2</sup> For the purposes of this table, a week equals five days.

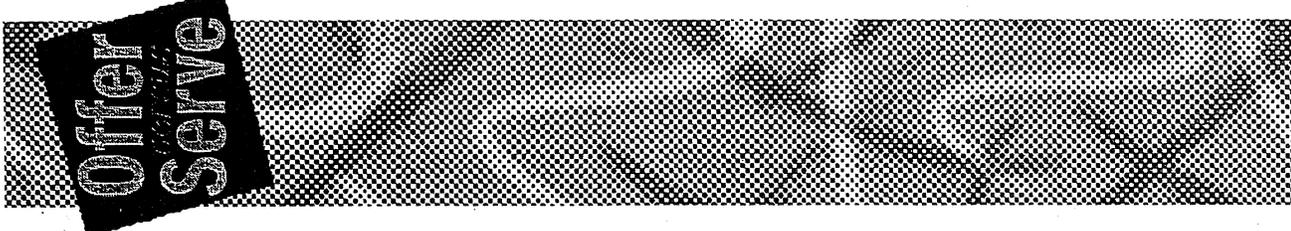
The Traditional Food-Based Menu Planning Approach is designed to meet nutritional standards set forth in program regulations.

**Offer  
Serve**

**Sample Lunch Menus—  
Traditional FBMP (Grades K-3)**

FOOD ITEMS	FOOD COMPONENTS
Lasagna OR Taco Pocket Green Salad with Dressing Fresh Banana Half Choice of Milk	
Hamburger on Bun with Fixin's (Catsup, Mustard, Relish) OR Chicken Nuggets with Roll Potato Rounds Fruit Cocktail Oatmeal Cookie Choice of Milk	
Ham Sandwich with Mayo, Mustard OR Bean & Cheese Burrito with Salsa Green Beans Peach Slices Low-fat Vanilla Pudding Choice of Milk	
Spaghetti with Meat Sauce and Garlic Bread OR Peanut Butter & Jelly Sandwich Tossed Salad with Dressing Fresh Apple Choice of Milk	
BBQ Chicken Drumsticks OR Cajun Fish Filet with Lemon Seasoned Rice Carrot & Celery Sticks with Dip Kiwifruit Bread Pudding Choice of Milk	

## Sample Lunch Menus— Traditional FBMP (Grades 4-12)



MENU ITEMS OFFERED	FOOD COMPONENTS	REIMBURSABLE MEALS	NOT REIMBURSABLE
BBQ Pork on Whole-Wheat Bun with Coleslaw OR Chicken/Vegetable Stir-Fry with Chinese Noodles and Steamed Rice Pineapple Tidbits Gingerbread with Whipped Topping Choice of Milk	2 oz M/MA + 2 svg G/B + ½ cup V/F ¼ cup V/F 8 oz MILK		
Vegetable Lasagna with Garlic Bread OR Sub Sandwich with Oven-Fried Potato Wedges Tossed Salad with Dressing Oatmeal-Raisin Cookie Choice of Milk	2 oz M/MA + 2 svg G/B + ¾ cup V/F ½ cup V/F 8 oz MILK		
Breaded Chicken Nuggets with Honey-Mustard Dip OR Corn Dog with Mustard Oven Fries with Catsup Carrot & Celery Sticks with Dip Whole-Grain Roll Choice of Milk	2 oz M/MA + ½ svg G/B ½ cup V/F ¾ cup V/F 1 svg G/B 8 oz MILK		
Chili Cheese Nachos with Cornbread OR Breaded Fish Fillet on Bun with Tartar Sauce Tossed Salad with Dressing Steamed Green Peas Apple Crisp Choice of Milk	2 oz M/MA + 2½ svg G/B ½ cup V/F ¼ cup V/F ¼ cup V/F 8 oz MILK		
Spaghetti with Meat Sauce OR Honey-Lemon Chicken with Steamed Rice Broccoli Spears Fresh Peach Garlic Bread Choice of Milk	2 oz M/MA + 1 svg G/B ¾ cup V/F ½ cup V/F 1 svg G/B 8 oz MILK		

## Enhanced Food Based Menu Planning

***If you select Enhanced Food-Based Menu Planning, you will use the lunch meal pattern shown on the following two pages. Here are some things to keep in mind:***

1. The FIVE required food items for a daily lunch are:
  - One serving of Meat/Meat Alternate
  - One serving of Grains/Breads
  - Two servings of Vegetables (must be two different vegetables), OR two servings of Fruits (must be two different fruits), OR one serving of each
  - One serving of Milk
2. For some components, servings are specified by day. For others, servings are specified on a daily *and* weekly basis.
3. Minimum requirements are shown.

The meal pattern shows the *minimum* number of servings and portion sizes for each of the required food components for lunches planned with the Enhanced approach.

4. Information is given for several different age/grade groups. The two established grade groups for the Enhanced lunch pattern are Grades K-6 and 7-12.

If your schools serve Grades K-12, you must use at least the *two* established age/grade groups shown in columns 3 and 4 — these are for Grades K-6 and Grades 7-12. To go even farther in targeting meals to the ages of the children you serve, you may also use the optional third group shown in column 5 — for Grades K-3.

Because some schools serve very young children, the meal pattern also shows minimum quantities for children 1- to 2-years-old and preschoolers (children older than 2 years). USDA has not set nutrient standards for the 1- to 2-year-old group.

5. For the purposes of this chart, a week equals 5 days.

As you plan meals, you will need to incorporate weekly minimum servings of certain food items in addition to minimum daily servings. The meal pattern is based on a week of 5 consecutive days. If you are planning menus for a school week that is longer or shorter than 5 days, you will need to adjust accordingly. (See note in Grains/Breads section of the meal pattern.)

For programs that serve meals for more than 5 days per week or less than 5 days per week, the additional or reduced quantities should be prorated over the actual number of serving days.

## The Enhanced Food-Based Menu Planning Approach

The Enhanced Food-Based Menu Planning Approach is a variation of the Traditional Menu Planning Approach. It is designed to increase calories from low-fat food sources in order to meet the Dietary Guidelines. The five food components are retained, but the component quantities for the weekly servings of vegetables and fruits and grains/breads are increased.

ENHANCED FOOD-BASED MENU PLANNING APPROACH-MEAL PATTERN FOR LUNCHESES					
FOOD COMPONENTS AND FOOD ITEMS	MINIMUM REQUIREMENTS				OPTION FOR
	AGES 1-2	PRESCHOOL	GRADES K-6	GRADES 7-12	GRADES K-3
Milk (as a beverage)	6 fluid ounces	6 fluid ounces	8 fluid ounces	8 fluid ounces	8 fluid ounces
Meat or Meat Alternate (quantity of the edible portion as served):					
Lean meat, poultry, or fish	1 ounce	1½ ounces	2 ounces	2 ounces	1½ ounces
Alternate protein products <sup>1</sup>	1 ounce	1½ ounces	2 ounces	2 ounces	1½ ounces
Cheese	1 ounce	1½ ounces	2 ounces	2 ounces	1½ ounces
Large egg	½	¾	1	1	¾
Cooked dry beans or peas	¼ cup	3/8 cup	½ cup	½ cup	3/8 cup
Peanut butter or other nut or seed butters	2 tablespoons	3 tablespoons	4 tablespoons	4 tablespoons	3 tablespoons
Yogurt, plain or flavored, unsweetened or sweetened	4 ounces or ½ cup	6 ounces or ¾ cup	8 ounces or 1 cup	8 ounces or 1 cup	6 ounces or ¾ cup
The following may be used to meet no more than 50% of the requirement and must be used in combination with any of the above: Peanuts, soynuts, tree nuts, or seeds, as listed in program guidance, or an equivalent quantity of any combination of the above meat/meat alternate (1 ounce of nuts/seeds equals 1 ounce of cooked lean meat, poultry or fish).	½ ounce =50%	¾ ounce =50%	1 ounce =50%	1 ounce =50%	¾ ounce =50%
Vegetable or Fruit: 2 or more servings of vegetables, fruits or both	½ cup	½ cup	¾ cup plus an extra ½ cup over a week <sup>2</sup>	1 cup	¾ cup
Grains/Breads(servings per week): Must be enriched or whole grain. A serving is a slice of bread or an equivalent serving of biscuits, rolls, etc., or ½ cup of cooked rice, macaroni, noodles, other pasta products or cereal grains	5 servings per week <sup>2</sup> – minimum of ½ serving per day	8 servings per week <sup>2</sup> – minimum of 1 serving per day	12 servings per week <sup>2</sup> – minimum of 1 serving per day <sup>3</sup>	15 servings per week <sup>2</sup> – minimum of 1 serving per day <sup>3</sup>	10 servings per week <sup>2</sup> – minimum of 1 serving per day <sup>3</sup>

<sup>1</sup> Must meet the requirements in appendix A of 7 CFR 210.

<sup>2</sup> For the purposes of this table, a week equals five days.

<sup>3</sup> Up to one grains/breads serving per day may be a dessert.

The Enhanced Food Based Menu Planning Approach is designed to meet the nutritional standards set forth in program regulations.

### The Nutrient Standard Menu Planning Approach

Nutrient Standard Menu Planning (sometimes called “NuMenus”) is a computer based menu planning system that uses approved computer software to analyze the specific nutrient content of menu items automatically while menus are being planned. It is designed to assist menu planners in choosing food items that create nutritious meals and meet the nutrient standards.

### The Assisted Nutrient Standard Menu Planning Approach

Assisted Nutrient Standard Menu Planning (sometimes called “Assisted NuMenus”) is a variation of Nutrient Standard Menu Planning. It is for schools that lack the technical resources to conduct nutrient analysis themselves. Instead, schools have an outside source, such as another school district, State agency or a consultant, plan and analyze a menu based on local needs and preferences. The outside source also provides schools with recipes and product specifications to support the menus. The menus and analyses are periodically updated to reflect any changes in the menu or student selection patterns.

Here are the required minimums for nutrients and calories for these nutrient standard menu planning approaches:

MINIMUM NUTRIENT AND CALORIE LEVELS FOR SCHOOL LUNCHES NUTRIENT STANDARD MENU PLANNING APPROACHES (SCHOOL WEEK AVERAGES)				
NUTRIENTS AND ENERGY ALLOWANCES	MINIMUM REQUIREMENTS			OPTIONAL
	Preschool	Grades K-6	Grades 7-12	Grades K-3
Energy allowances (calories)	517	664	825	633
Total fat (as a percentage of actual total food energy)	1	1,2	2	1,2
Saturated fat (as a percentage of actual total food energy)	1	1,3	3	1,3
RDA for protein (g)	7	10	16	9
RDA for calcium (mg)	267	286	400	267
RDA for iron (mg)	3.3	3.5	4.5	3.3
RDA for Vitamin A (RE)	150	224	300	200
RDA for Vitamin C (mg)	14	15	18	15

<sup>1</sup> The Dietary Guidelines recommend that after 2 years of age “...children should gradually adopt a diet that, by about 5 years of age, contains no more than 30 percent of calories from fat.”

<sup>2</sup> Not to exceed 30 percent over a school week

<sup>3</sup> Less than 10 percent over a school week

### Alternate Menu Planning Approach

This menu planning approach allows states and school districts to develop their own innovative approaches to menu planning, subject to the guidelines established in our regulations. These guidelines protect the nutritional and fiscal integrity of the program.

*September 1, 2000*

# NuMenu Based Menu Planning

*For LUNCHES Planned with NSMP and Assisted NSMP...*

***If You Are Using Grade Groups,  
The Nutrient Standards\* Are:***

Age/Grade Group:	Preschool	Grades K-6	Grades 7-12	Grades K-3 Optional
Energy Allowances (Calories = cal.)	517 cal.	664 cal.	825 cal.	633 cal.
Protein (grams = g)	7 g	10 g	16 g	9 g
Calcium (milligrams = mg)	267 mg	286 mg	400 mg	267 mg
Iron (milligrams = mg)	3.3 mg	3.5 mg	4.5 mg	3.3 mg
Vitamin A (Retinol Equivalents = RE)	150 RE	224 RE	300 RE	200 RE
Vitamin C (milligrams = mg)	14 mg	15 mg	18 mg	15 mg
Total fat	No more than 30 percent of total calories should come from fat.			
Saturated fat	Less than 10 percent of total calories should come from saturated fat.			

Remember these important points: (1) This chart shows *minimum school week averages* for nutrients except for fat and saturated fat. (2) Fat should not exceed 30 percent of calories over a school week; and saturated fat should be less than 10 percent of calories over a school week. In addition, be aware that for both total fat and saturated fat, the grams of fat will vary depending on the calorie level.

\* **NOTE:** These standards may change over time to reflect new nutrition knowledge or updated Dietary Guidelines. As they are revised, USDA will notify your State agency.

# NuMenu Based Menu Planning

## 3. Criteria for a Reimbursable Meal

- To qualify for reimbursement, what must a lunch include? What must a breakfast include?

Under NSMP and Assisted NSMP, a reimbursable meal must contain a minimum of *three menu items*. This is true for lunch and breakfast; however, as we'll see below, the three menu items are not the same for both meals.

In addition, a reimbursable meal must *meet the nutrient standard* for the appropriate age or grade group when the nutrients in those foods are averaged over a school week. This can be accomplished by following the instructions in the USDA-approved software.

Let's look at how these criteria are summarized in the chart in Appendix 2. The chart states that a reimbursable meal:

- *Contains at least three menu items.*
- *Contains the planned number of menu items in the planned portion sizes to meet the week's nutrient standards.*
- *Meets the nutrient standards for the appropriate grade or age groups when averaged over 1 school week's menu.*

Below and on the next few pages, we'll see what each of these statements means in terms of day-to-day menu planning. Then, later in this chapter, we'll spend more time looking at menu items under "Meal Structure."

The first statement in Appendix 2 under "Criteria for a Reimbursable Meal" reads: *Contains at least three menu items*. Looking at this more closely, we'll want to know: **What is a menu item? What are the three menu items a lunch must include? What are the three menu items a breakfast must include?**

- What is a menu item?

A menu item may be any single food or combination of foods *except*: (1) a condiment or (2) a food of minimal nutritional value not included in a menu item.

Condiments include such items as relishes, catsup, mustard, jelly, gravies, and table spreads.

Foods of minimal nutritional value include such things as chewing gum, soda water, water ices, and certain candies. See Appendix 7 for definition under USDA regulations.

There are three *categories* of menu items:

- Entrées
- Milk
- Side Dishes



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# THE SCHOOL BREAKFAST PROGRAM

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## *1. What is the School Breakfast Program?*

The School Breakfast Program is a federally assisted meal program operating in public and nonprofit private schools and residential child care institutions. It began as a pilot project in 1966, and was made permanent in 1975. The School Breakfast Program is administered at the Federal level by the Food and Nutrition Service. At the State level, the program is usually administered by State education agencies, which operate the program through agreements with local school food authorities in more than 87,000 schools and institutions.

## *2. How does the School Breakfast Program work?*

The School Breakfast Program operates in the same manner as the National School Lunch Program. Generally, public or nonprofit private schools of high school grade or under and public or nonprofit private residential child care institutions may participate in the School Breakfast Program. School districts and independent schools that choose to take part in the breakfast program receive cash subsidies from the U.S. Department of Agriculture (USDA) for each meal they serve. In return, they must serve breakfasts that meet Federal requirements, and they must offer free or reduced price breakfasts to eligible children.

## *3. What are the nutritional requirements for school breakfasts?*

School breakfasts must meet the applicable recommendations of the Dietary Guidelines for Americans which recommend that no more than 30 percent of an individual's calories come from fat, and less than 10 percent from saturated fat. In addition, breakfasts must provide one-fourth of the Recommended Dietary Allowance for protein, calcium, iron, Vitamin A, Vitamin C and calories. The decisions about what specific food to serve and how they are prepared are made by local school food authorities.

## *4. How do children qualify for free and reduced price breakfasts?*

Any child at a participating school may purchase a meal through the School Breakfast Program. Children from families with incomes at or below 130 percent of the Federal poverty level are eligible for free meals. Those with incomes between 130 percent and 185 percent of the poverty level are eligible for reduced-price meals. (For the period July 1, 2009, through June 30, 2010, 130 percent of the poverty level is \$28,665 for a family of four; 185 percent is \$40,793.) Children from families over 185 percent of poverty pay full price, though their meals are still subsidized to some extent.

*5. How much reimbursement do schools get?*

Most of the support USDA provides to schools in the School Breakfast Program comes in the form of a cash reimbursement for each breakfast served. The current (July 1, 2009 through June 30, 2010) basic cash reimbursement rates for non-severe need are:

Free breakfasts	\$1.46
Reduced-price breakfasts	\$1.16
Paid breakfasts	\$0.26

Schools may qualify for higher "severe need" reimbursements if 40% of their lunches are served free or at a reduced price in the second preceding year. Severe need payments are up to 28 cents higher than the normal reimbursements for free and reduced-price breakfasts. About 74 percent of the breakfasts served in the School Breakfast Program receive severe need payments. Higher reimbursement rates are in effect for Alaska and Hawaii.

Schools may charge no more than 30 cents for a reduced-price breakfast. Schools set their own prices for breakfasts served to students who pay the full meal price (paid), though they must operate their meal services as non-profit programs.

For the latest reimbursement rates visit FNS website at

[www.fns.usda.gov/cnd/Governance/notices/naps/NAPs.htm](http://www.fns.usda.gov/cnd/Governance/notices/naps/NAPs.htm)

*6. What other support do schools get from USDA?*

Through Team Nutrition, USDA provides schools with technical training and assistance to help school food service staffs prepare healthy meals, and with nutrition education to help children understand the link between diet and health.

*7. How many children have been served over the years?*

In Fiscal Year 2007, over 10.1 million children participated every day. That number grew to 10.5 million in Fiscal Year 2007. Of those, 8.1 million received their meals free or at a reduced-price.

Participation has slowly but steadily grown over the years: 1970: 0.5 million children; 1975: 1.8 million children; 1980: 3.6 million children; 1985: 3.4 million children; 1990: 4.0 million children; 1995: 6.3 million children; 2000: 7.5 million children.

***8. How much does the program cost?***

For Fiscal Year 2008, the School Breakfast Program cost \$2.4 billion, up from \$1.9 billion in Fiscal Year 2005. The cost in previous years was in 1970, \$ 10.8 million; in 1980, \$287.8 million; in 1990, \$ 599.1 million; and in 2000, \$1.39 billion.

**For more information:**

For information on the operation of the School Breakfast Program and all the Child Nutrition Programs, contact the State agency in your state that is responsible for the administration of the programs. A listing of all our State agencies may be found on our web site at [www.fns.usda.gov/cnd](http://www.fns.usda.gov/cnd), select "Contact Us" then select "Child Nutrition Programs."

You may also contact us through the office of USDA, Food and Nutrition Service, Public Information Staff at 703-305-2286, or by mail at 3101 Park Center Drive, Room 914, Alexandria, Virginia 22302.

August 2009



## MENU PLANNING IN THE SCHOOL BREAKFAST PROGRAM

School meals are intended to "safeguard the health and well-being of the Nation's children." Participating schools must serve breakfasts that are consistent with the applicable recommendations of the most recent Dietary Guidelines for Americans including: eat a variety of foods; choose a diet with plenty of grain products, vegetables and fruits; choose a diet moderate in sugars and salt; and choose a diet with 30% or less of calories from fat and less than 10% of calories from saturated fat. In addition, breakfasts must provide, on average over each school week, at least 1/4<sup>th</sup> of the daily Recommended Dietary Allowances for protein, iron, calcium, and vitamins A and C. To provide local food service professionals with flexibility, there are five menu planning approaches to plan healthful and appealing meals. Schools choose one of the approaches below. The choice of what specific foods are served and how they are prepared and presented are made by local schools.

### The Traditional Food-Based Menu Planning Approach

Under the Traditional Food-Based Menu Planning Approach, schools must comply with specific component and quantity requirements by offering four food items from the following food components: vegetables and/or fruits; milk; and two servings of meat/meat alternate, two servings of grains/breads OR one serving of each of these components. Minimum portion sizes are established by ages and grade groups.

(See chart on following page)

TRADITIONAL FOOD-BASED MENU PLANNING APPROACH-MEAL PATTERN FOR BREAKFASTS			
FOOD COMPONENTS AND FOOD ITEMS	AGES 1-2	AGES 3,4 AND 5	GRADES K-12
MILK (fluid) (as a beverage, on cereal or both)	4 fluid ounces	6 fluid ounces	8 fluid ounces
JUICE/FRUIT/VEGETABLE: Fruit and/or vegetable; or full-strength fruit juice or vegetable juice	¼ cup	½ cup	½ cup
SELECT ONE SERVING FROM EACH OF THE FOLLOWING COMPONENTS, TWO FROM ONE COMPONENT, OR AN EQUIVALENT COMBINATION:			
GRAINS/BREADS :			
Whole-grain or enriched bread	½ slice	½ slice	1 slice
Whole-grain or enriched biscuit, roll, muffin, etc.	½ serving	½ serving	1 serving
Whole-grain, enriched or fortified cereal	¼ cup or 1/3 ounce	1/3 cup or ½ ounce	¾ cup or 1 ounce
MEAT OR MEAT ALTERNATES:			
Meat/poultry or fish	½ ounce	½ ounce	1 ounce
Alternate protein products <sup>1</sup>	½ ounce	½ ounce	1 ounce
Cheese	½ ounce	½ ounce	1 ounce
Large egg	½	½	½
Peanut butter or other nut or seed butters	1 tablespoon	1 tablespoon	2 tablespoons
Cooked dry beans and peas	2 tablespoons	2 tablespoons	4 tablespoons
Nuts and/or seeds (as listed in program guidance) <sup>2</sup>	½ ounce	½ ounce	1 ounce
Yogurt, plain or flavored, unsweetened or sweetened	2 ounces or ¼ cup	2 ounces or ¼ cup	4 ounces or ½ cup

<sup>1</sup> Must meet the requirements in appendix A of 7 CFR 210.

<sup>2</sup> No more than 1 ounce of nuts and/or seeds may be served in any one breakfast.

The Traditional Food-Based Menu Planning Approach is designed to meet nutritional standards set forth in program regulations.

# Traditional Breakfast Menu Planning

1. The **FOUR** required food items for a daily breakfast are:

- Two servings of Grains/Breads or two servings of Meat/Meat Alternate or one serving of each
- One serving of Milk
- One serving of Juice/Fruit/Vegetable

2. The number of food items for breakfast is a *daily* criteria.

The meal pattern specifies a minimum number and size of servings *per day* for each food item required.

3. Minimum requirements are shown.

The meal pattern shows the *minimum* number of servings and portion sizes for each of the required food components.

4. Information is given for several different age/grade groups.

As you can see, information is given for several different age/grade groups. Schools serving K-12 must use at least the one established age/grade group shown in column 3 — this is for Grades K-12. In addition, to better target the needs of children, K-12 schools using the Enhanced approach may *also* use the optional group shown in column 4 — for Grades 7-12.

Because some schools serve very young children, the meal pattern also shows minimum quantities for preschoolers as well as for children 1- to 2-years-old. USDA has not set nutrient standards for the 1- to 2-year-old group.



**Sample Breakfast Menus—  
Traditional FBMP (Grades K-12)**

FOOD ITEMS	FOOD COMPONENTS
Assorted Cereal Toast & Jam Orange Juice Milk	
Cheese & Egg Quesadilla with Salsa Applesauce Milk	
Flavored Yogurt Bagel Half with Jelly Dried Fruit Mix Milk	
Toasted Ham & Cheese Sandwich Half Pineapple Chunks Milk	
Baked French Toast Orange Wedges Milk	

**Sample Breakfast Menus—  
Traditional FBMP (Grades K-12)**



MENU ITEMS OFFERED	FOOD COMPONENTS	REIMBURSABLE MEALS	NOT REIMBURSABLE
Muffin Square Scrambled Egg Fruit Salad Choice of Milk	1 svg G/B 2 M/MA (1 Large Egg) ½ cup V/F 8 oz MILK		
Pancake with Syrup Sausage Patty Sliced Peaches Choice of Milk	1 svg G/B 1 oz M/MA ½ cup V/F 8 oz MILK		
Breakfast Burrito with Salsa Kiwi/fruit Choice of Milk	1 M/MA + 1 svg G/B ¼ cup V/F ¼ cup V/F 8 oz MILK		
Hard-cooked Egg Oatmeal with Raisins Choice of Juice Choice of Milk	2 M/MA (1 Large Egg) 1 svg G/B ½ cup V/F 8 oz MILK		
Choice of Cereal Toasted Mint-Bagel with Jam Fresh Banana Choice of Milk	1 svg G/B 1 svg G/B ½ cup V/F 8 oz MILK		

**The Enhanced Food-Based Menu Planning Approach**

The Enhanced Food-Based Menu Planning Approach uses the same meal pattern and age groups as the Traditional Food-Based Menu Planning Approach. The only difference is the addition of an optional age/grade group was added for grades 7-12 to better meet the needs of children in that crucial growth period by adding low fat calories from additional servings of grains/breads.

ENHANCED FOOD-BASED MENU PLANNING APPROACH-MEAL PATTERN FOR BREAKFASTS				
FOOD COMPONENTS AND FOOD ITEMS	REQUIRED FOR			OPTION FOR
	AGES 1-2	PRESCHOOL	GRADES K-12	GRADES 7-12
Milk (fluid) (as a beverage, on cereal or both)	4 fluid ounces	6 fluid ounces	8 fluid ounces	8 fluid ounces
JUICE/FRUIT/VEGETABLE: Fruit and/or vegetable; or full-strength fruit juice or vegetable juice	¼ cup	¼ cup	¼ cup	¼ cup
SELECT ONE SERVING FROM EACH OF THE FOLLOWING COMPONENTS, TWO FROM ONE COMPONENT OR AN EQUIVALENT COMBINATION:				
<b>GRAINS/BREADS:</b>				
Whole-grain or enriched bread	½ slice	½ slice	1 slice	1 slice
Whole-grain or enriched biscuit, roll, muffin, etc.	½ serving	½ serving	1 serving	1 serving
Whole-grain, enriched or fortified cereal	¼ cup or 1/3 ounce	1/3 cup or ½ ounce	¾ cup or 1 ounce	¾ cup or 1 ounce plus an additional serving of one of the Grains/Breads above.
<b>MEAT OR MEAT ALTERNATES:</b>				
Meat/poultry or fish	½ ounce	½ ounce	1 ounce	1 ounce
Alternate protein products <sup>1</sup>	½ ounce	½ ounce	1 ounce	1 ounce
Cheese	½ ounce	½ ounce	1 ounce	1 ounce
Large egg	½	½	½	½
Peanut butter or other nut or seed butters	1 tablespoon	1 tablespoon	2 tablespoons	2 tablespoons
Cooked dry beans and peas	2 tablespoons	2 tablespoons	4 tablespoons	4 tablespoons
Nuts and/or seeds (as listed in program guidance) <sup>2</sup>	½ ounce	½ ounce	1 ounce	1 ounce
Yogurt, plain or flavored, unsweetened or sweetened	2 ounces or ¼ cup	2 ounces or ¼ cup	4 ounces or ½ cup	4 ounces or ½ cup

<sup>1</sup> Must meet the requirements in appendix A of 7 CFR 210.

<sup>2</sup> No more than 1 ounce of nuts and/or seeds may be served in any one breakfast.

The Enhanced Food Based Menu Planning Approach is designed to meet the nutritional standards set forth in program regulations.

### The Nutrient Standard Menu Planning Approach

Nutrient Standard Menu Planning (sometimes called "NuMenus") is a computer based menu planning system that uses approved computer software to analyze the specific nutrient content of menu items automatically while menus are being planned. It is designed to assist menu planners in choosing food items that create nutritious meals and meet the nutrient standards.

### The Assisted Nutrient Standard Menu Planning

Assisted Nutrient Standard Menu Planning (sometimes called "Assisted NuMenus") is a variation of Nutrient Standard Menu Planning. It is for schools that lack the technical resources to conduct nutrient analysis themselves. Instead, schools have an outside source, such as another school district, State agency or a consultant, plan and analyze a menu based on local needs and preferences. The outside source also provides schools with recipes and product specifications to support the menus. The menus and analyses are periodically updated to reflect any changes in the menu or student selection patterns.

Here are the required minimums for nutrients and calories for these nutrient standard menu planning approaches:

NUTRIENTS AND ENERGY ALLOWANCES	MINIMUM REQUIREMENTS		OPTIONAL
	PRESCHOOL	GRADES K-12	GRADES 7-12
Energy allowances (calories)	388	554	618
Total fat (as a percentage of actual total food energy)	1 <sup>1</sup>	1,2	2
Saturated fat (as a percentage of actual total food energy)	1	1,3	3
RDA for protein (g)	5	10	12
RDA for calcium (mg)	200	257	300
RDA for iron (mg)	2.5	3	3.4
RDA for Vitamin A (RE)	113	197	225
RDA for Vitamin C (mg)	11	13	14

<sup>1</sup> The Dietary Guidelines recommend that after 2 years of age "...children should gradually adopt a diet that, by about 5 years of age, contains no more than 30 percent of calories from fat."

<sup>2</sup> Not to exceed 30 percent over a school week.

<sup>3</sup> Less than 10 percent over a school week.

### Any Reasonable Menu Planning Approach

This menu planning approach allows states and school districts to develop their own innovative approaches to menu planning, subject to the guidelines established in our regulations. These guidelines protect the nutritional and fiscal integrity of the program.



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## School Breakfast Program

### Discover School Breakfast Resources

#### Initial Assessment

	<a href="#">.pdf</a>	<a href="#">.doc</a>
Elementary Student Survey (No SBP)	R-1	R-1
Elementary Student Survey (With SBP)	R-2	R-2
Secondary Student Survey (No SBP)	R-3	R-3
Secondary Student Survey (With SBP)	R-4	R-4
Parents Survey (No SBP)	R-5	R-5
Parents Survey (With SBP)	R-6	R-6
Administrator Survey (No SBP)	R-7	R-7
Administrator Survey (With SBP)	R-8	R-8
Statement of Need	R-9	R-9
Cover Letter for Administrator Survey With Breakfast	R-10	R-10
Cover Letter for Telephone Survey	R-11	R-11
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Action Plan - Food Service Concerns	R-14	R-14
Action Plan - Participation and Money Concerns	R-15	R-15
State Agency Actions	R-15a	R-15a

#### Calculating Costs

	<a href="#">.pdf</a>	<a href="#">.doc</a>
Breakfast Profit/Loss Worksheet	R-16	R-16
Revenue Per Reimbursable Breakfast	R-17	R-17
Revenue Per Reimbursable Lunch	R-18	R-18
Daily Revenue Breakfast	R-19	R-19
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Convert Annual Expenses to Average Daily Costs	R-22	R-22
Calculate Break-Even Point	R-23	R-23
Analyze Costs	R-24	R-24

#### There's More Than One Way to Serve Breakfast

	<a href="#">.pdf</a>	<a href="#">.doc</a>
Breakfast Method Fact Sheets	R-25	R-25
Selected Breakfast Methods is ...	R-26	R-26
There's More Than One Way to Service Breakfast (also available as a <b>powerpoint presentation</b> )	R-27	R-27 (.ppt)

#### Roadmaps to Success

	<a href="#">.pdf</a>	<a href="#">.doc</a>
Superintendent/Principal Handouts	R-28	R-28
Physical Education Teacher/Coach Handouts	R-29	R-29
Teacher Handouts	R-30	R-30
Parent Handouts	R-31	R-31
Food Service Handouts	R-32	R-32
Student Handouts	R-33	R-33
Parent Letter from Principal	R-34	R-34
Superintendents Sample Proposal	R-35	R-35
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Proven Benefits - School Breakfast Studies	R-37	R-37

#### Marketing Efforts

	<a href="#">.pdf</a>	<a href="#">.doc</a>
What is your business?	R-38	R-38
Public Service Announcements	R-39	R-39
School Breakfast Press Release	R-40	R-40
Start your day off right with breakfast flyer	R-41	R-41
Grab 'n Go Poster	R-42	R-42
Grab 'n Go Bookmark	R-43	R-43
Monthly Newsletter Inserts	R-44	R-44
Article for School Newsletter	R-45	R-45
General Audience Brochure (4.5 mb / 8.8 mb)	R-46	R-46
Success Stories Brochure (4.2 mb / 794 kb)	R-47	R-47
Food Service Staff Brochure (3.3 mb / 433 kb)	R-48	R-48
Parent Brochure (3.6 mb / 7.9 mb)	R-49	R-49
Teacher Flyer (1.2 mb / 277 kb)	R-50	R-50
Student Flyer (1.3 mb / 294 kb)	R-51	R-51
Student Pencil Flyer (1.3 mb / 496 kb)	R-52	R-52

#### Other Resources

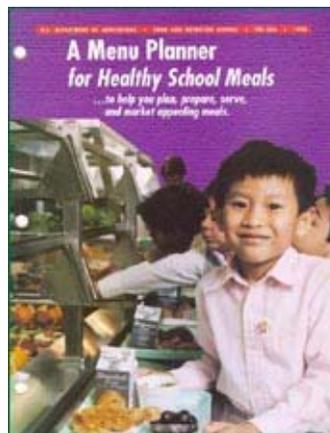
Last modified: 03/04/2009

## Menu Planner for Healthy School Meals

**In addition to the breakfast toolkit, the Menu Planner for Healthy School Meals is an excellent resource for school breakfast.**

The Menu Planner for Healthy School Meals provides recommendations from the *2005 Dietary Guidelines* that can be implemented in menu planning: serving more whole grains, fruits, and vegetables, and lower amounts of sugar, saturated and trans fats, and sodium in school menus. It includes valuable information on the different menu planning options, nutrient analysis, keeping menu planning records, and marketing the School Meal Programs in schools.

- **Cover Page**
- **Introduction**
- **Chapter 1** You Can Meet the Nutrition Goals in a Variety of Ways
- **Chapter 2** Food Based Menu Planning
- **Chapter 3** Nutrient Based Menu Planning
- **Chapter 4** The ABC's of Successful Menu Planning
- **Chapter 5** Nutrient Analysis
- **Chapter 6** Quality Meals: Good for Your Customers and Your Staff
- **Chapter 7** Menu Planning Records
- **Chapter 8** Marketing Your Product
- **Appendix**



The link to this resource is:

<http://teamnutrition.usda.gov/Resources/menuplanner.html>



# Sample Michigan Lunch Menu



Monday	Tuesday	Wednesday	Thursday	Friday
1 BBQ Chicken Baked Beans Whole Grain Dinner Roll Salad with Romaine and Spinach Fresh Grapes Lowfat Milk*	2 Whole Grain Pancakes Scrambled Eggs Hashbrown Patty Baked Apple Slices Lowfat Milk*	3 Whole Grain Pepperoni Pizza Fresh Broccoli Buds Blueberry Muffin Petite Banana Lowfat Milk*	4 Hamburger on Whole Grain Bun Sweet Potato Fries Chilled Peaches Lowfat Milk*	5 WG Cheesy Bread Three Bean Salad Brownie Fresh Pear Lowfat Milk*
8 Vegetable Quesidilla w/Salsa and Light Sour Cream Refried Beans Mexicali Corn Petite Banana Lowfat Milk*	9 Baked Chicken Strips w/ Honey Barbecue Sauce Dinner Roll Salad with Romaine and Spinach Fresh Apple Lowfat Milk*	10 Vegetable Chili Whole Grain Wheat Crackers Fresh Baby Carrots Fresh Grapes Lowfat Milk*	11 Waffle Sticks with Turkey Sausage Patty Potato Triangle Strawberry Yogurt Orange Juice Lowfat Milk*	12 Grilled Chicken Sandwich w/ Lettuce, Tomato, Lite Ranch Broccoli Salad Chilled Tropical Fruit Lowfat Milk*
15 Turkey Veggie Wrap Carrot Raisin Salad Fresh Apple Lowfat Milk*	16 Nachos with Ground Beef Refried Beans Oatmeal Raisin Cookie Chilled Fruit Cocktail Lowfat Milk*	17 Chicken Chili w/ Beans WG Cornbread Broccoli Buds Petite Banana Lowfat Milk*	18 WG Spaghetti with Meat Sauce Bread Stick Seasoned Green Beans Fresh Grapes Lowfat Milk*	19 Whole Grain Cheese Pizza Romaine and Spinach Salad Chilled Peaches Cherry Crisp Lowfat Milk*

## HealthierUS School Challenge Gold Award Guidelines:\*\*

**Vegetables:** Offer a different vegetable every day of the week (at least 1/4 cup serving size)

**Dark green or orange vegetables:** Offer dark green or orange vegetables on 3 or more days per week (Of the 3, at least 2 must be different. At least 1/4 cup servings are required).

**Cooked dry beans or peas (legumes)** Offer at least 1 serving per week. At least 1/4 cup servings are required.

**Fruits:** Offer a different fruit every day of the week (at least 1/4 cup serving size).

**Fresh fruit:** Offer fresh fruit at least 2 days per week (at least 1/4 cup serving size).

**Whole grain foods:** Offer at least 1 serving of whole grain food every day, and may not be the same one each day.



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\*Skim milk and 1% chocolate milk offered everyday.

This menu meets the HealthierUS School Challenge (HUSSC) and the Traditional Food-Based Menu Planning approach for Grades K-12. Please email comments and/or suggestions to MDE-Schoolnutrition@michigan.gov.

\*\*<http://teamnutrition.usda.gov/HealthierUS/index.html>



# Sample Michigan Breakfast Menu



Monday	Tuesday	Wednesday	Thursday	Friday
1 Yogurt Parfait Pineapple Juice Lowfat Milk*	2 Whole Wheat Triangles with Apple, Carrot, and Peanut Butter Lowfat Milk*	3 Egg & Cheese Breakfast Sandwich Fresh Strawberries Lowfat Milk*	4 Whole Grain Breakfast Round Cheese Stick Petite Banana Lowfat Milk*	5 Oatmeal w/Dried Fruit & Nuts Orange Juice Lowfat Milk*
8 Hard-Boiled Egg Whole Grain English Muffin Fresh Pear Lowfat Milk*	9 Peanut Butter & Banana Tortilla Wrap Apple Juice Lowfat Milk*	10 Assorted Cereal Yogurt Parfait Fresh Apple Slices Lowfat Milk*	11 Whole Grain French Toast Warm Cinnamon Apple Slices Grape Juice Lowfat Milk*	12 Soft Pretzel Cheese Stick Mellon Balls Lowfat Milk*

**Breakfast Facts:**

Research shows that students who eat breakfast:

- Score better on standardized tests
- Improve academic achievement
- Have fewer health issues
- Behave better in class
- Have lower prevalence of obesity



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\*Skim milk and 1% chocolate milk offered everyday.

This menu meets the Traditional Food-Based Menu Planning approach for Grades K-12.

Please email comments and/or suggestions to [MDE-SchoolNutrition@michigan.gov](mailto:MDE-SchoolNutrition@michigan.gov).



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
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THOMAS D. WATKINS, JR.  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

**FOOD SERVICE**

**ADMINISTRATIVE POLICY #8  
SCHOOL YEAR 2004-2005**

**SUBJECT:** School Meals Program  
Minimum Fruit/Vegetable Portion Size and Qualifying Meal Components

**DATE:** February 17, 2005

On June 13, 1995, the United States Department of Agriculture submitted its final rule for the School Meals Initiative for Healthy Children. The nutrition goals for school meals in that rule are as follows:

- Recommended Dietary Allowances (RDA)
  - 1/4 RDA for school breakfast
  - 1/3 RDA for school lunch
- Age appropriate calorie goals
- Dietary Guidelines for Americans

To help ensure school meals are meeting these goals and that students are receiving balanced and nutritious meals, the Michigan Department of Education policy requires the following in Food Based Menu Planning Systems (Traditional and Enhanced):

- One entrée/menu item can count for three components of a reimbursable meal under *Offer vs. Serve*. Examples include:
  - ✓ a hamburger with bun, meat, lettuce, and tomato,
  - ✓ a taco with shell, meat, lettuce, and tomato,
  - ✓ a sub sandwich with bread, lettuce, tomato, and meat/cheese.
- The minimum portion size for a fruit/vegetable to count as part of a reimbursable meal is 1/4 cup.

This policy is a partial re-issuance of the December 1982 Administrative Policy Memorandum #10 along with the August 1996 Food Scoop article titled *Offer versus Serve Policy Altered for Food Based Menu Planning Systems*. The USDA nutrition standards for school meals can be found at 7CFR210.10, <http://www.fns.usda.gov/cnd/Governance/regulations/7cfrpart210.pdf>.

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JEREMY M. HUGHES, Ph.D.  
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## FOOD SERVICE

### ADMINISTRATIVE POLICY #9 SCHOOL YEAR 2004-2005

**SUBJECT:** School Meals Program  
Fluid Milk Provisions – Reauthorization 2004

**DATE:** March 18, 2005

Section 102 of the Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265) amended section 9(a)(2) of the Richard B. Russell National School Lunch Act by removing, effective July 1, 2005, the requirement that schools participating in the National School Lunch Program (NSLP) offer students a variety of fluid milk consistent with prior year preferences.

As amended, schools *must* offer fluid milk in a variety of fat contents and *may* offer flavored or unflavored milk and lactose-free fluid milk. This provision only applies to the NSLP and the Afterschool Snack Program of the NSLP as the School Breakfast Program and the Special Milk Program already have the flexibility to offer any type(s) of milk. The effective date allows school food authorities time to develop new procurement specifications for School Year 2005-06.

Please contact the School Meals Program at (517) 373-3347 if you have any questions regarding this memo.

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## How does it count in the NSLP/SBP?

Milk = M  
 Meat/Meat Alternate = MA  
 Fruit/Vegetable = FV  
 Bread/Grain = B  
 Not Creditable = N  
 NOTE: Some foods are creditable in  
 more than one category - list all that apply



FOOD	CATEGORY
ground beef	MA
french fries	
eggs	
tortilla	
yogurt	
applesauce	
dill pickles	
popcorn	
orange juice	
ice cream	
cooked dried peas	
pretzels	
canned beef ravioli	
chicken	
baked potato	
dip	
Hi-C	
1% vanilla milk	
wheat bread	
cranberry juice	
grits	
plums	

### MENU DAY 1

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FOOD	CATEGORY
carrots	FV
refried beans	
pudding	
strawberry jello	
cheese	
rice	
strawberry jam	
bacon	
lettuce	
2% chocolate milk	
kidney beans	
pepperoni pizza	
pancakes	
peanut butter (4 oz)	
sweet potato	
tortilla chips	
boxed macaroni and cheese	
1% vanilla milk	
wheat bread	
cranberry juice	
grits	
plums	

### MENU DAY 2

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