



# The Lunch Line

a newsletter of  
The Bureau of Food & Nutrition  
The Iowa Department of Education

Please route to:

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### 2003 Summer Short Courses and Workshops

For information about the 2003 summer short courses, visit the Bureau's web site at <http://www.state.ia.us/educate/ecese/fn/shortcourses/index.html>.

Registration deadline for Basic Math Principles and New Managers workshop is July 1. On-line registration is available at <https://www2.adp.iastate.edu/ECE1/conftracks.asp?confid=scfood> or download the PDF file at

<http://www.state.ia.us/educate/ecese/fn/shortcourses/docs/forms03.pdf> **The registration deadlines are**

**important** since classes may have limited enrollment or could be cancelled if enrollment is too low, so please register early.

**Please note late fee for registering after deadline.**

## Food-Based Menu Planning Options Provide Flexibility to Meet Requirements, Reduce Paperwork and Costs

**E**ach summer school districts complete forms to update State Agency records with a number of pieces of information, including the menu planning system used by the district. Now is the time to be thinking about any changes to be made for next year. It is also important that when the agreement renewal forms arrive, that the person completing the forms knows the menu planning option to be utilized for the coming year. School district staff should discuss this prior to summer.

The basic requirements for the traditional, enhanced food-based, nutrient standard and assisted nutrient standard menu planning options can be found in *A Menu Planner for Healthy School Meals*. If you cannot locate your district copy, go to the following web address:

<http://schoolmeals.nal.usda.gov:8001/Recipes/menuplan/menuplan.html>. Chapter two outlines the food-based menu plans. The two menu planning requirements in chart form can be found in that chapter beginning on page 34 for the Traditional and page 38 for the Enhanced pattern. If you are looking at the PDF file thumbnails, 18 and 22 will take you directly to the charts for the Traditional and Enhanced patterns.

Step one is to determine which menu planning system you want to use for next school year. If you are using the traditional or enhanced system you may want to consider these additional options.

## 1. **Modification of Meat Alternate**

Schools may vary the quantity of meat/meat alternate on a daily basis for **lunch only**. The required minimum quantities of meat/meat alternate component may be offered as a weekly total (number of days times the minimum requirement for the appropriate age/grade group) instead of a daily total. A **minimum of one ounce** (or equivalent) must be offered **daily**. This is similar to the bread requirement. A minimum of one bread serving must be provided daily with the weekly total based on over all minimum requirements by age/grade group. See the exact requirements in the manual based on basic choice of Traditional or Enhanced.

For example, a serving of less than the required 2 ounces of cheese in a sandwich may produce a more appealing entrée while the full amount required can lead to waste. The minimum amount of meat/meat alternate served on a given day could be only one ounce provided the full 10 oz (grades 4-12) were available over a five day week.

**How to count choices:** When the district offers daily choices having differing amounts of meat/meat alternate component, the one with the highest component amount is counted toward meeting the weekly requirement. (Example, cheeseburger - 2.5 oz, toasted cheese and tomato soup - 1 oz, fish sandwich – 2 oz. Since the cheeseburger has 2.5 oz of meat/meat alternate, 2.5 ounces would be used as that day's value.)

## 2. **Modification for the majority of children**

If the school using the food-based option serves only children one age or grade outside the established levels, the school may follow the levels for the majority of children for both quantities and nutrient standards. For example, if children are in grade 4-7, the school may apply the serving sizes and nutrient levels for grades 4-6.

By using the option, the necessity to plan and offer two different serving sizes is eliminated and/or the additional cost to provide larger servings.

### **Action for Healthy Kids Summit**

The **Action for Healthy Kids – Eat Smart, Play Hard Summit** will be held Tuesday, June 17, 2003, at the Scheman Conference Center at Iowa State University in Ames. The Iowa summit is a follow-up to a National summit held last October in Washington, D.C. More than 20 statewide organizations in Iowa have joined together to help plan the summit and to support schools and communities in providing healthy nutrition and physical activity environments for children and youth.

This conference for school food service staff, school board members, school administrators, teachers, nurses, coaches, parents, students, and interested community parents, will provide key information on how to address current concerns on nutrition and physical activity with children. A variety of break-out sessions are planned to highlight successful community-school partnerships. Learn how community health leaders, parents, and school staff can shape an environment to encourage children to make smart food choices and be active every day.

Because there will be no fee to attend the conference, registration will be limited. Registration information is available at <http://www.ucs.iastate.edu/603/Brochure.pdf> or register on-line at [www.ucs.iastate.edu/603/kids.htm](http://www.ucs.iastate.edu/603/kids.htm) For additional information contact Molly Pelzer at [mpelzer@midwestdairy.com](mailto:mpelzer@midwestdairy.com) or Ruth Litchfield at [litch@iastate.edu](mailto:litch@iastate.edu)

## Free and Reduced Price Meal Application – ICN Training

- Do you approve free and reduced price meal applications?
- Do you complete the free and reduced priced meal policy statements and supporting materials?
- Do you ever have questions about the procedures?

If so, make plans now to attend a workshop entitled “Everything You Wanted to Know about Free and Reduced Price Meal Applications, But Were Afraid to Ask.”

This workshop focuses on frequently asked questions about the application approval process. You may submit questions in advance or as time permits at the end of the workshop. To submit questions in advance, e-mail your question to [Janelle.Loney@ed.state.ia.us](mailto:Janelle.Loney@ed.state.ia.us) or send by FAX to 515-281-6548. Label your question for **Free and Reduced ICN Training**.

This workshop will be conducted from 1:00-3:30 p.m. on August 4, 2003. Approximately 22 ICN sites around the state have been requested. See the enclosed registration form for the locations. These sites have not been confirmed. **We will not be adding any additional sites.** The registration deadline is July 18. We reserve the right to cancel any site that does not have 5 participants registered. Check the Bureau’s web site in June for ICN locations. The web site will also list those sites that have been cancelled due to low registration numbers. The cancelled sites should be on the web by July 31. The web address is [www.state.ia.us/educate/ecese/fn/index.html](http://www.state.ia.us/educate/ecese/fn/index.html) Click on the button labeled Free and Reduced ICN meeting.

## Permanent 2003-04 Free and Reduced Price Policy Statement Update and Application Renewal

The 2003-04 Permanent Free and Reduced Price Policy Statement Update and related information will be mailed to school districts the next 2-4 weeks.

Check the Bureau’s web site for a message stating the materials have been mailed, if you do not receive your packet of materials within seven working days of the posting on the web site, call the office. Packets are mailed to the attention of the Authorized Representative.

As in past years, any changes to the prototype application requires advance approval of the Bureau of Food and Nutrition.

### 2002-03 Meal Price Survey Results

#### National School Lunch Program

<u>Students</u>	<u>Public Schools</u>	<u>Non-public Schools</u>
Average price	\$1.49	\$1.47
Most frequent price	\$1.50	\$1.50
Range of prices	\$0.85-\$2.15	\$0.90-\$2.50

#### School Breakfast Program

<u>Students</u>	<u>Public Schools</u>	<u>Non-public Schools</u>
Average price	\$0.81	\$0.83
Most frequent price	\$0.75	\$0.75
Range of prices	\$0.45-\$1.75	\$0.50-\$1.50

## Distribution of Free and Reduced Price Meal Applications

### REMINDER:

Each year **at the beginning of school**, the parent letter and free and reduced price meal application must be distributed to the households of children attending school.

Below are frequently asked questions concerning the distribution of the free and reduced price meal applications.

- 1. Q. How do I handle the distribution of applications for year-round schools?**
  - A. Applications should be distributed on or about July 1, or soon thereafter, so that households are provided with current eligibility criteria and so that eligibility determinations are based on current income eligibility guidelines.
- 2. Q. May I have the parent letter and free and reduced price meal application on a table during registration for households to pick up?**
  - A. No. Applications must be distributed. Eligible households may not “pick up” an application due to their concern for being “overtly identified”.
- 3. Q. May I distribute applications in the lunch line?**
  - A. This is not recommended. If the application is distributed in the lunch line, all students may not have access to the application.
- 4. Q. May I distribute the applications to the children, or do I have to mail them to the parents? May I announce that applications are available in the principal’s office for any child or parent who wants one?**
  - A. The school may distribute the applications and a letter or notice to the children. They do not have to be sent in the mail. For example, the school could include the application in a packet of school-related information addressed to the parent, but carried home to the parent by the student at the beginning of the school year.

Applications **must** be distributed in some manner. A public announcement that applications are available and that interested parties may pick up at a specified location is not sufficient.

- 5. Q. Must I send applications to children who were approved last year?**
  - A. SFAs are required to distribute applications at the beginning of each school year to parents of **all** children in attendance at school. This requirement is designed to ensure that current income and household size are correctly represented each year.
- 6. Q. In a computerized operation, may I submit a pre-printed copy of last year’s application for the household to confirm the accuracy of the application and sign it? If not, what items may I preprint?**
  - A. It is the household’s responsibility to complete the application. A school may send households an application with the child’s name, and the household’s name and address printed on it. No other information required for an eligibility determination may be preprinted.
- 7. Q. Do I have to provide foreign language translations of the application and household letter or notice if I have translators available to assist the households in completing the application?**

SFAs **must** send appropriate non-English language parent letters and application forms to households if a significant number of enrolled children come from households belonging to the same foreign language group and having limited English communication skills. If the number of non-English language households is not significant, the SFAs need not provide foreign language translations. Such SFAs are, however, encouraged to provide assistance in filling out applications through the use of personnel proficient in the necessary foreign languages.

## What children can be included in the Special Milk Program?



The Special Milk Program provides milk to children in schools and childcare institutions that do not participate in other Federal child nutrition meal service programs. The program reimburses schools for the milk they serve.

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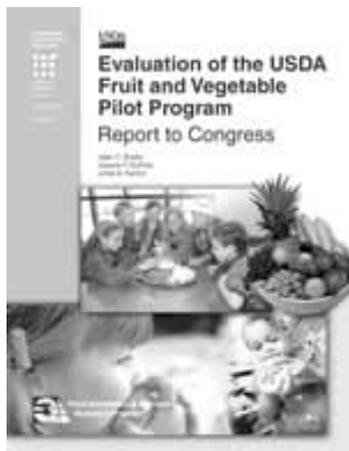
## Buy American

The Child Nutrition Reauthorization Act of 1998 requires schools participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to purchase, to the maximum extent practicable, commodities and products produced in the United States. Given the importance that Congress attaches to the “Buy American” provision and the role this provision plays in helping to stabilize the American agricultural economy, it is essential that local operators understand the need to ensure that all purchases of agricultural commodities and food products comply with this statutory provision. The provision should be included in bid specifications to ensure compliance. This provision applies to all funds in the food service account, not just to Federal funds.

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## Fruit and Vegetable Pilot Program Report

The Fruit and Vegetable Pilot Program (FVPP) report is now posted on USDA’s Economic Research Service web site:



<http://www.ers.usda.gov/publications/efan03006>

## BFN Web Site Postings

If you aren’t in the habit of checking the Bureau of Food and Nutrition (BFN) web site regularly, consider setting a regular time on your calendar to check the web site. As you reach the BFN home page at <http://www.state.ia.us/educate/ecese/fn> you will find a new feature called **New or Revised Content**, not all items are included here every time the web page is changed. However, checking this page will give you a quick overview of major new postings.

Highlighted below are three new items or links you will find on the web page soon:

- 1) The USDA Mountain Plains Regional Office has recently announced the 2003 School Program Best Practice Award Winners. Although none of the winners were from Iowa this year, the web site includes a summary of what the winner in each category did. Take time to read about the winners, hopefully it will motivate many of you to apply for an award next year.
- 2) USDA has recently posted to their web site the report submitted to Congress about the Fresh Fruit, Dried Fruit and Fresh Vegetable Pilot Project. As reported in previous LunchLines, Iowa had 25 schools participating in the pilot. The report provides an overview of the implementation, lessons learned, recommendations, etc. The BFN web site provides a direct link to the report.
- 3) June 1-7 is National Summer Food Service Program Week. A complete copy of the proclamation is available in both English and Spanish.

## **Summer Storage**

Now is the time to make arrangements to store commodities properly during the summer months.

Following is a checklist to assist you.

### **ALL FOOD ITEMS**

Check all food to be sure it is in good condition.

Repackage broken lots of food (flour, sugar, rice, etc.) in plastic or metal containers with tight-fitting lids. Flour, rice, powdered milk, prunes, and raisins can be refrigerated or frozen to help maintain quality.

Dispose of any bulging or leaking cans.

Make a record of all food that is placed in storage.

Use this food first in the fall.

All storage areas and units should be thoroughly cleaned.

### **DRY FOOD STORAGE**

Keep storeroom cool and dry. Maintain temperatures at 50 to 70° F.

Keep storeroom well ventilated. Make some provision for airing the storeroom several times during the summer months.

Consult the local health department or a reputable licensed exterminating or fumigating company regarding the use of insecticides and fumigants. Keep the storeroom rodent and insect proof.

## **FREEZER/REFRIGERATED FOOD STORAGE**

During the summer months when schools are closed, it is best to transfer foods requiring freezer storage to a locker plant or commercial cold storage plant.

Consolidate food into as few freezer/refrigeration units as possible without overcrowding.

All freezer/refrigeration units that are emptied for the summer should be disconnected and the doors propped open to prevent accidental closing.

Make provisions for a daily inspection of freezer/refrigeration units to ensure:

1. Proper temperatures are maintained-refrigeration between 32 and 40 degrees F. Freezer 0 F or below.
2. The temperature gauges are in working order (Check inside the units).
3. A daily log has been developed and placed on the freezer and/or refrigeration units to enable maintenance personnel to record temperature readings and inspection.

## Success Stories Around Iowa...

The Fruit and Vegetable Pilot Program has been a fun learning activity for the youngest children in the Independence School District. We offer midmorning or mid afternoon snacks to children in prekindergarten through second grades. Many of the fresh vegetable and fresh or dried fruit snacks have been new experiences for many of the children. Our goal was to promote increased consumption of fruits and vegetables and promote healthy snacks. Along with the more common fruits and vegetables, we have offered zucchini sticks, jicama, pepper sticks, kiwi, banana chips, dried cranberries, and other dried fruit. The snacks are provided in individual portions and are taken to the rooms so children can have their snack after recess. The staff at East elementary has been good at urging the children to try each food and talking about the food or related nutrition as they eat their snack. Parent feedback has been good, with many positive comments regarding what the children are telling them. Staff comments have included "I've been impressed, we're getting them to try things they may not otherwise." "The kids are loving their snack." "It is a positive morning break, and I, too, enjoy the mid morning pick-me-up." and "Lots of questions on dried fruits." The staff has also provided feedback to improve the program and the process.

**Our goal was to promote increased consumption of fruits and vegetables and promote healthy snacks.**

In addition to the snack, once each week the Program Coordinator, Mary Jean Eddy, has a drawing for a "fruit buddy" stuffed toy. Pictures of the winners are then posted on the bulletin board in the hall. Activity materials, such as coloring sheets or information sheets, are provided to the teachers and students to take home. We feel it is important to parents to understand the nutrition aspects we are teaching the children so they can continue the education at home. We have had good support and assistance from the Fareway and Hy-Vee grocery stores as well as various fruit growers associations.

This has been an excellent opportunity for us to try something we have not been able to afford on our own and to see what the possibilities might be for continuation of the program.

East Elementary School  
Independence Community Schools

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In the past, we have received a Team Nutrition grant and following are a few ways in which we used it:

1. We held a "Team Nutrition Fair" for grades K-6. Our student advisory council bought matching NAC T-shirts with an apple emblem and then invited representatives from milk, bread/grains, fruits/vegetables, turkey federation, egg council, local extension, the hospital physical therapy department and the Chef Combo Puppet to join us in a fair for the Elementary. We set up tables with displays and food samples for each group. We gave each class a plastic sack (donated by Fareway) and gave out educational material and samples as they walked through. At the end, they received a small prize, donated by various companies. The egg council cooked and the AE dairy sampled out milk. It was very successful.
2. We brought in all of third grade and planted various vegetable seeds in cups (supervised by the Nutrition Advisory Council). Each class took them to their own rooms to grow and then took them home.
3. For Thanksgiving, we had the kindergarten classes decorate placemats for every elementary student's lunch place. We then set tablecloths with the placemats and had the Nutrition Advisory Council serve the Thanksgiving dinner, wearing tall chefs hats. One student advisory council member played the piano all through lunch.
4. We held a cultural taste testing party, along with lunch, using foods from several different places. We had stations for each country and decorated

with purchased décor from the particular country, playing music from that country and served a sample of food from that country. The students passed through after they were finished with regular lunch and then went on to recess. Some of the places we used were Mexico, Japan (kimono and all), Hawaii, Ireland, etc. It was very successful.

Marilyn Wilkins, Food Service Director  
Clarke Community School District

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For National Nutrition Month, our local Hy-Vee store was gracious enough to offer 5-a-Day coloring books to the first through fourth grades for our fruit and vegetable project. They also arranged to get the Barney Broccoli costume and provide the manpower for Barney coming to the school on a day when broccoli was on the menu.

Debbie Whipple, Food Service Director  
Shenandoah Community School District



## Send Us Your Success Story

Share with us your efforts to increase nutrition awareness, promote nutrition practice and policy, and how you get kids to choose or eat more nutritious foods. We want to share what has worked for you. Send your stories to Janelle Loney at the Bureau of Food and Nutrition, Grimes State Office Building, Des Moines, IA 50319 or email [Janelle.Loney@ed.state.ia.us](mailto:Janelle.Loney@ed.state.ia.us)

## ISFSA 2003 State Conference

Make plans now to attend the Iowa School Food Service Association's Conference on June 23-25, 2003 in Davenport. The theme for the conference is "Weaving Good Nutrition." All meetings and events will be held at the RiverCenter Convention Center in downtown Davenport.

Registration materials were mailed to all program participants in late April with the March warrants and were included in the ISFSA Flash.

Hotel rooms have been made available for the conference at the Radisson Quad City Plaza Hotel, 111 East Second Street, Davenport, IA (563) 322-2200.

Flat rate for 1-4 people (2 double beds or a king) is \$79.00 + tax. When you call with your reservation, please make sure you identify the group name of Iowa School Food Service Association in order to receive this special room rate. Cut-off date to make reservations at this price is June 2, 2003.

If you need additional information, contact Connie Edsall, Creston Community Schools, 641-782-7028.

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### ITEM FOR SALE

2/3 jacketed Steam Kettle  
40 Gallon Vulcan  
Model VDMT 40  
Direct Connect  
Stainless Steel

Contact: Nancy McLaughlin  
Mediapolis Community Schools  
319-394-3101, ext 435  
7:00 a.m. to 1:30 p.m.

## National School Lunch Week October 13-17, 2003

“Wild About School Lunch” is the theme for National School Lunch Week (NSLW). Since there is virtually universal interest among kids about wild animals, this year’s NSLW will offer you a great occasion to entice students into the cafeteria to enjoy all the benefits of school meals. Indeed, this year’s theme can be adapted to all ages, from the smallest kindergartner with a love for lions to the high school senior committed to working on environmental issues! NSLW will provide numerous creative opportunities to bring the human adult world into the cafeteria as well.

For menus, recipes and activities visit ASFSA’s web site [www.asfsa.org](http://www.asfsa.org) to assist you in developing excitement about your NSLW celebration.

There are dozens of ways to use conservation, environmental issues and wildlife to bring attention to your school lunch program. Consider all the wild and tasty menu items that will bring out the energetic animal in your students. Try some of the ideas that follow, so that National School Lunch Week brings kids of all ages prowling into your cafeterias.

Recipes for the following menus can be found at <http://www.asfsa.org> or in the April 2003 issue of *School Food Service and Nutrition*.

### Menus for National School Lunch Week

#### Island Paradise

Lava on a Bun  
(Sloppy Joe sandwich)  
Don’t-Get-Baked Potato  
Beachfront Broccoli Salad  
Castaway Cookie  
(Chocolate Chip)

#### Arctic Adventure

Tundra Turkey Sub  
(served with mustard and mayonnaise)  
Iceberg Lettuce and Sliced Tomatoes  
Northern Lights Corn  
Frozen Strawberries  
Blizzard Brownie  
(Royal Brownie)  
Ice-Cold Milk

#### Secrets of the Savanna

Rift Valley Baked Chicken  
Wild Brown Rice Pilaf  
Call-of-the-Wild Carrot Sticks  
Lowfat Ranch Dressing  
Africa Apple Slices  
Rover Roll  
Animal Crackers  
Meadow Milk

#### Desert Oasis

Jumping Bean Burritos  
(with Cheese Topping)  
Shredded Lettuce and  
Diced Tomato Blooms  
Sizzling Salsa  
Paradise Peaches  
Dune Dessert  
(Chocoleana Cake)  
Mirage Milk

#### Ocean Odyssey

Breakers Breaded Fish Sticks  
Oceanic Orange Wedges  
Poseidon Pepper Sticks  
(Green and Red Peppers)  
Lowfat Ranch Dressing  
Reef Rolls  
Tidal Trail Mix  
Marina Milk

The Bureau of Food and Nutrition (BFN) staff and/or staff from the USDA office will be making plans to visit a few programs across the state to join in the National School Lunch Week celebration. Contact your BFN consultant before school is out to share your plans for National School Lunch Week.

## Commodity News

### Council Members Complete Terms

The Bureau of Food and Nutrition wishes to thank the following individuals as they complete a three-year term on the Commodity Advisory Council:

Brett Buse, Wahlert High School  
Tracy Knebel, Cherokee CSD  
Jayna Malone, Woodbine CSD  
LaVonne Arndt, Cedar Falls CSD  
Karen Hauschildt, Earlham CSD

The 2002-03 Council was instrumental in providing for a new variety of commodity processed food items. This year's Council was co-chaired by Tracy Knebel and LaVonne Arndt. The Council was also responsible for putting together "Commodity Daze III" which was held on May 3, 2003 at SE Polk Community School District. Thank you!

### 2003-04 First Commodity Delivery Information

The first commodity food distribution is being planned to begin on approximately August 18, 2003. Since this is a little earlier than in past years, you may not see an abundance of Group A foods available. A lot of these items don't get into the State before mid-September. Those items should be available on all other deliveries. Group A items would include: ground beef, chicken, some fruits/vegetables, potato products, and tomato products. Most of our regular Group B items (flour, cheese, oil, etc.) will be available on the first release along with all the processed items (that will be available all year long.)

This first delivery will be called (4A) and we are planning on getting these new year order forms to you in May, 2003. If we can collect all of next year's first orders in May, we won't need to mail anything in the summer. It is sometimes impossible to get all orders collected in the summer. **We will try to have these available on the web by May 16. Please return before the (2002-03) school year ends.**

## Commodity Daze III

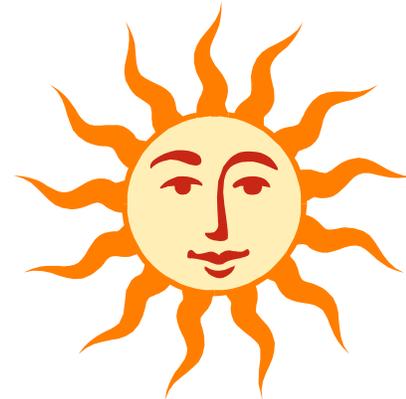
The third annual commodity day for the Iowa Commodity food processors and program on procurement was held at SE Polk High School on Saturday, May 5, 2003. We had a great response from Iowa schools as we had over 200 participants. All of next year's processors were available to answer questions and provide samples of next year's processed commodity products! The guest speakers were Janet Wendland and Sandra Fiegen from the Bureau of Food and Nutrition.

### 2002-03 Commodity Values

The 2002-03 Commodity Values can be found at <http://www.state.ia.us/educate/ecese/fn/commdist/values.html>

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## Enjoy your summer!!



## Eat Smart, Play Hard™