

Riverside Unified School District Department of Nutrition Services



Welcome to

Riverside Unified School District

Farmers' Market Salad Bar Program



FARM TO SCHOOL PROGRAMS IN CALIFORNIA

What is Farm to School?

Farm to school programs connect schools with local farms. Schools buy and feature farm fresh foods such as fruits, vegetable, eggs, honey, meat and beans on their menus. Some schools feature farm fresh salad bars in the cafeteria with the local produce; others incorporate the ingredients into their hot entrees, or feature local products in the cafeteria and classroom. Schools also emphasize nutrition education curriculum, and provide students with experiential learning through farm visits, gardening, and recycling programs. While students are learning about nutrition and growing food, small local farmers gain access to new markets through schools that participate in the program.

Why is Farm to School Important?

During the past 20 years there has been a dramatic increase in obesity in the United States. The percentage of school-age children 6-11 years that are overweight, more than doubled between the late 1970s and 2000, from 6.5% to 15.3%. The percentage of overweight adolescents, ages 12-19, tripled from 5% to 15.5% in the same time period. Research shows that obesity is particularly impacting young people of Mexican and African American descent. Family income also seems to impact dietary choices, which factors into childhood obesity. Children of families below 130% of the federal poverty threshold are twice as likely to be overweight than those above the threshold.

Changing School Food, Changing Kids

The widespread availability of unhealthy food and drinks on school campuses has contributed to children's poor eating habits. Less than 25% of all children in the country eat more than five servings of fruit and vegetables a day. By increasing fruit and vegetable consumption at school meals through Farm to School programs, young people will not only improve their diets, but gain the tools and knowledge to make healthy choices at home and throughout the rest of their lives.

How to Get Started with Farm to School

If you are interested in starting a Farm to School program in your local school district, follow these tips for getting a program up and running.

- Start by organizing and bringing people together for an informational or planning meeting. Incorporate an activity such as farm tour or a fruit tree planting on a local school campus to generate interest.
- Research existing programs in your area. Information is available on the National Farm to School website at www.farmtoschool.org. There you find out about what is happening in your region and what local organizations exist that can support you.
- Contact local farms, farmers' market managers, farm bureaus, or other agencies working with farms in your area.
- Talk to the school's food service director about the feasibility of incorporating farm-fresh produce into school meals. Help put the food service director in touch with local farmers who could supply produce.
- Research possible funding sources. Information is available at www.farmtoschool.org
- Recruit parents, teachers, and students to volunteer with the program.

The California Farm to School Program

Technical support, information, funding resources, and more are available from the California Farm to School Program. Please contact us for a free resource packet, and visit www.farmtoschool.org for more information.

The California Farm to School Program
The Center for Food and Justice
Urban and Environmental Policy Institute, Occidental College
1600 Campus Road, Mail Stop M1
Los Angeles, CA 90041
(323) 431 – 5099
<http://www.uepi.oxy.edu>

U.S. DIETARY GUIDELINES FOR AMERICANS

What should you eat to stay Healthy?

Hardly a day goes by without someone trying to answer that question. Newspapers, magazines, books, radio, and television give us a lot of advice about what foods we should or should not eat. Unfortunately, much of this advice is confusing.

Some of this confusion exists because we do not know enough about nutrition to identify an ideal diet for each individual. People differ, and their food needs vary, depending on their age, sex, body size, physical activity, and other conditions such as pregnancy or illness.

But today, what advice should you follow in choosing and preparing the best foods for you and your family?

The guidelines below are suggested for most Americans. They do not apply to people who need special diets because of diseases or conditions that interfere with normal nutrition. These people may require special instructions from trained dietitians or consultation with their own physicians.

To maintain health and well being:

- ✚ Eat a variety of foods
- ✚ Maintain reasonable weight
- ✚ Avoid too much total fat, saturated fat, and cholesterol
- ✚ Eat foods with adequate starch and fiber
- ✚ Avoid too much sodium
- ✚ Be moderate in your consumption

The guidelines help us make informed choices about diets. The object is to get the right balance of vitamins, minerals, and fiber without overdoing the salt or the calories, specially the calories from fat and sugar.

These guidelines are intended for people who are already healthy. No Guidelines can guarantee a person's health or well-being. An individuals health depends on many things, including life-style, personality traits, mental health, attitudes, and environment, in addition to diet.

Food alone can not make you healthy. But good eating habits based on moderation and variety can help keep you healthy and even improve your health.

RIVERSIDE UNIFIED SCHOOL DISTRICT'S FARMERS' MARKET SALAD BAR PROGRAM

THE DISTRICT:

Riverside Unified School District is the 15th largest school district in the state of California. The total enrollment is 43,373 students, in 44 school sites, including 30 elementary schools, 7 middle schools, 5 comprehensive high schools, 2 continuation high schools, and an alternative school.

The district provides over 34,000 meals a day to students, staff, childcare center, after school programs, for-profit, non-profit, and Riverside County Office of Education. The district serves a 92-square mile area including a major portion of the city of Riverside. Fifty-six percent of students are eligible for free/reduced price meals

History:

On March 1, 2005, the Riverside Unified School District's Nutrition Services Department launched its "pilot" Farmers' Market Salad Bar, at Jefferson Elementary School, which also serves as a demonstration site for other schools, districts, and other agencies interested in the farm-to-school model. Salad bars were added at two additional schools, Emerson (October 2005), and Adams (February 2006) Elementary Schools during the 2005-2006 school year. Beginning in October 2006, a salad bar was added at one school per month through May of 2007, at which time 11 of the 32 elementary schools will have salad bars. Then the salad bars were expanded 8 per school year until we enclosed all the elementary schools by the end of December 2009.

Currently, salad bars are in 29 elementary schools (Jefferson, Emerson, Adams, Hawthorne, Mark Twain, Taft, Monroe, Madison, Fremont, Harrison, Bryant, Alcott, Lake Matthews, Jackson, Pachappa, Mountain View, Highland, Kennedy, Beatty, Highgrove, Rivera, Franklin, Magnolia, Victoria, Washington, Longfellow, Liberty, Hyatt, and Castle View). The Farmers' Market Salad Bar in Riverside Unified School District is a nationally and internationally recognized program.

Initial funding and collaboration was provided by Occidental College's Urban Environmental Policy Institute, and The California Endowment. Other significant partners and collaborators include the Riverside County Department of Public Health, Desert Sierra Health Collaborative, California Nutrition Network, American Cancer Society, Dairy Council, UC Extension, SHAPE CA., and 5-A-Day—Power Play.

**RIVERSIDE UNIFIED SCHOOL DISTRICT
NUTRITION SERVICES**

FACT SHEET

1. Programs Operated:

National School Lunch Program
National School Breakfast Program
Child Care Feeding
Head Start Feeding
Vended Meal Programs
Summer Food Service Program
Catering and Special Event
Meals-on-Wheels
After School Snack
Contract Sites

2. Number of School:

6 – High Schools
1 – Continuation High School
7 – Middle Schools
30 – Elementary Schools
1 – Adult Schools

3. Number of Meals Served Daily:

32,000 Lunches
8,000 Breakfasts

4. Enrollment:

43,373 K – 12
59.50% Eligible Free/Reduced Meals

5. Number of employees:

School Site = 283
Office Staff = 14
Central Kitchen = 27
Total = 324



PROGRAM GOALS

“The Farmers’ Market Salad Bar Program” seeks to increase consumption of fresh fruits and vegetables among students by purchasing directly from local farmers and preparing fresh food on a daily basis. Simultaneously, the program integrates nutrition education in the classroom, gardening and composting activities, and guided tours to the local Farmers’ Market; with hopes to modify students daily decision of food choices. Students, parents, and staff participation are integral to the program’s success. We strongly encourage their input.



Source: US Dept. of Agriculture (USDA)



STARTING FARMERS' MARKET SALAD BAR



- 1. BUY INTO THE IDEA OF FARMERS' MARKET SALAD BAR FOR YOUR SCHOOL**
15% of our children are overweight. Two out of three adults and nine million children are overweight. Obesity is gaining on tobacco as the No. 1 killer in this country. Schools need to model healthy eating. You can make a difference.

A Farm to School Program is a unique way to forge a partnership between your school community and the California farmers who produce our food. Buying seasonal, locally grown produce also ensures the freshest, most flavorful fruits and vegetables for your salad bars. Color and taste are effective sales tools when selling kids on the salad bars!

- 2. TALK TO YOUR BUSINESS MANAGER/PURCHASING DIRECTOR**
Get their "buy in" up front. A Purchase Order will need to be set up for each farmer for a specified amount and then be drawn on during the year. Once you have talked to farmers and established pricing you can estimate how much each Purchase Order will be.

We establish Purchase Orders in September based on previous year's usage. If salad bar sales increase and we need to order more, we increase the amount of the Purchase Order.

- 3. LOCATE YOUR NEAREST FARMERS' MARKET**
www.ams.usda.gov/farmersmarkets

- 4. GO TO THE MARKET AND CHECK OUT WHAT KIND OF PRODUCE IS BEING OFFERED**
Make a list of the produce you think you would like to have in your salad bars. Be specific i.e. red leaf lettuce, green leaf lettuce, Romaine lettuce, broccoli, celery, etc. Set up a spreadsheet; a column for anticipated amount of produce needed per week and a column for the farmers' price.

5. SET UP A MEETING WITH THE MARKET MANAGER

The market manager can suggest which farmer to contact about supplying produce to your school. This person will be anxious to help you through the process because it benefits the market, the farmer, and it creates an important community coalition. Take copies of your list of produce with you. The Manager may even offer to hand them out to farmers to see if they are interested and what price they would charge.

6. GO TO THE FARMERS' MARKET EARLY BEFORE THE MARKET OPENS AND TALK TO THE FARMERS

All of the farmers we work with feel good about "feeding children." Get their fax and phone numbers. Find out what days are best to call them – a lot of farmers attend more than one market a day.

7. HAVE FARMERS FILL OUT W – 9 FORMS. YOUR FISCAL SERVICES DEPARTMENT WILL NEED THESE IN ORDER TO SET UP PURCHASE ORDERS

8. ESTABLISH SALAD BAR COORDINATOR POSITION

- a. If salad bar is to be offered everyday it will take a 3- hour employee to prepare, serve, and clean up for 40 or more servings of Farmers' Market Salad Bar.
- b. District's Salad Bar Coordinators who prepare over 80 salads per day are given one extra hour per week than those who prepare over 100, based on the fact that they will need more time for preparation. This time is typically used on Monday and Wednesday when they receive fresh produce or on a day when they know they will have an increase in participation.

9. INVOICE THE FARMER

- a. Using a three page invoice book, prepare invoices at the time orders are placed.
- b. Drivers will take the invoice book with them to the market, check off produce and give a copy of the invoice to the farmer.
- c. The original invoice will go to your fiscal department for payment and the third copy will be kept on file in your department.

10. ESTABLISH PICK UP, SORTING AND DELIVERY PROCEDURES FOR FARMERS' MARKET PRODUCE

- a. Some farmers may be willing to deliver to your central kitchen or kitchens if an order is large enough. This is the preferred method of delivery so ask the farmers.
- b. Orders for produce will be placed in advance so the farmers can bring the produce to the market already packed for you. This decreases the amount of time needed at the market.
- c. You will need a driver at the market before it opens – generally 7:30 a.m. This also speeds up the process by not having to deal with parking, traffic etc.
- d. You will need a delivery truck and a hand truck. Hand truck must be capable of carrying in excess of 500 pounds.

11. DESIGN YOUR MENU

- a. Will this be a lunch option that will serve as reimbursable meal?
- b. Will it be used as the fruit and vegetable component of the hot lunch only?
- c. Will it be offered every day?

- d. Will the hot lunch dessert be served at salad bar also?
- e. Our menu varies slightly each day to provide some variety.

12. DECIDE WHICH SCHOOL WILL START UP FIRST

Develop a start up schedule. Limit openings to one school per month at first to allow time to iron out bugs. After the 3rd opening you may be ready to accelerate openings.

13. ORDER SALAD BAR(S) AND CONTAINERS

See attached equipment list

14. BEGIN A MARKETING CAMPAIGN

- a. Send emails/memos to Principal(s) announcing your plan to open a salad bar in their school four weeks before the opening.
- b. Create a flyer that will announce the salad bar to parents and families.
- c. Send flyers to Principals to be included in student weekly packets to go home the week before the startup. Call ahead to find out how many flyers will be needed for each school.
- d. Ask Principals if you can attend the next teacher meeting to talk about the salad bar and answer questions. Ask teachers if you can come into the classroom with samples of fruit or vegetables to market the salad bar to students. Include a brief **5 A Day** Nutrition Lesson in your presentation to teachers and students.
- e. Contact PTA Presidents and ask if you can talk about the salad bar and answer questions at the next PTA meeting.
- f. Contact other parent and community groups to do the same.
- g. Schedule a day prior to start up to have a taste testing during lunch in the cafeteria.

15. INSERVICE CAFETERIA STAFF

- a. The more cafeteria staff is included in the process the more supportive they will be.
- b. Include them in the taste testing.
- c. Be clear that the salad bar is not in competition with the hot lunch. Jealousy can arise if staff feels one program is receiving more attention than the other.

16. TASTE TESTING

- a. Farmers' Market fruits and vegetables will sell themselves. Have plenty on hand for kids to try.
- b. Balloons, signs, etc. make it festive.
- c. Create a signs explaining how the salad bar will be offered. Have personnel at the salad bar answering questions.

17. ORDERING PRODUCE

- a. Develop an order form; distribute order forms to salad bar coordinator(s).
- b. Establish schedule for ordering. For example: orders faxed to Food Services every Thursday by 2:00 for submission to farmers on Friday and delivery to school on Monday morning.

- c. Compile all school orders into one farmer order form. Fax to farmers and to central kitchen for drivers.

18. PRODUCTION RECORDS

Salad Bar Coordinators complete a daily production record indicating how many servings prepared, how many left over and participation numbers.

19. MONTHLY SALAD BAR COORDINATOR INSERVICES

- a. Monthly meetings help to communicate changes, new ideas etc.
- b. Suggested topics: scoop sizes; food group choices; sanitation; food temperature.

20. BE FLEXIBLE

School holidays, seasonal produce, or running out of produce may throw you off. Be flexible enough to use other resources to keep your salad bar operating.

RIVERSIDE UNIFIED SCHOOL DISTRICT
Nutrition Services

Fresh Produce and Fruit Salad Bar

Frequently Asked Questions

1. What is the RUSD Fresh Produce and Fruit Bar?

The aim of the salad bar program is to increase students' daily intake of fresh fruits and vegetables. The program purchases high quality fresh fruits and produce for student consumption.

2. Is this a need for students?

Absolutely! Dietary habits begin during childhood, which will either contribute to good health and prevent diseases, or will have a negative impact on health and thus ability to learn.

3. Who prepares the food?

Cafeteria staff will prepare the fruits and vegetables for the salad bar student lunch consumption.

4. How does the salad bar operate each day?

Students choose each day between the traditional lunch of the day and the salad bar lunch. During lunch, students who choose the salad bar will proceed to the salad bar to prepare their lunch and then go to their seats.

5. What items does the salad bar offer?

The salad bar offers a variety of seasonal fruits and vegetables, protein, grains and milk. This aspect of the program will have an education benefit, as students become aware that foods available in the local region grow only during particular seasons.

6. Who decides what food items will be purchased?

The menu reflects a collaborative effort between the program coordinator, parents, students, and food service staff. Input from students and parents are encouraged and will be an effective method in determining successful items, including culturally appropriate food and preparation techniques.

7. Will Students have to pay extra for this?

The fresh produce and fruit salad bar will be a part of the students' reimbursable meal. There will be **no** additional charges.

8. What items are offered in the salad bar?

Since the program purchases directly from local farmers, items in the salad bar vary by season. This aspect of the program has had an educational benefit. Students have become aware that certain foods only grow in our region during particular seasons.

9. What are the nutritional requirements?

Riverside Unified School District participates in an offer vs. serve program under USDA guidelines. To meet the USDA requirements, the salad bar offers items from each of the following five categories: bread, milk, protein, fruit, and vegetables. Students are required to take a minimum of one serving from three categories, but may take more.

10. How can you afford to purchase this high quality of fruits and vegetables?

Thus far, the program has been paying for itself. Participating farmers provide the district with a discount helping to lower program costs. In addition, the quality of the fruits and vegetables has satisfied many students who wanted fresher foods to eat. The increase in the number of participants decreased the per meal cost of the program. Adult purchases (an average of three per day) of salad bar meals also provide additional revenue.

For more information about the program, Please contact Adleit Asi, Nutrition Specialist for Riverside Unified School District Nutrition Services at (951) 352-6740 x 82809 or aasi@rusd.k12.ca.us

**RIVERSIDE UNIFIED SCHOOL DISTRICT
NUTRITION SERVICES**

SALAD BAR SITE ROLL-OUT SCHEDULE

<i>SITE</i>	<i>ENROLLMENT</i>	<i>START DATE</i>
1. Jefferson	1,112	March 1, 2005
2. Emerson	598	October 5, 2005
3. Adams	659	February 1, 2006
4. Hawthorne	682	October 18, 2006
5. Mark Twain	650	November 8, 2006
6. Taft	887	December 6, 2006
7. Monroe	730	January 17, 2007
8. Madison	853	March 21, 2007
9. Fremont	1,159	April 18, 2007
10. Harrison	915	May 23, 2007
11. Bryant	416	October 10, 2007
12. Alcott	891	November 14, 2007
13. Lake Matthews	559	December 12, 2007
14. Jackson	936	January 16, 2008
15. Pachappa	822	February 13, 2008
16. Mt. View	1,025	March 19, 2008
17. Highland	875	April 23, 2008
18. Kennedy	1,053	May 21, 2008
19. Beatty	612	October 23, 2008
20. Highgrove	839	November 13, 2008
21. Rivera	823	December 10, 2008
22. Franklin	1,098	January 14, 2009
23. Magnolia	680	February 11, 2009
24. Victoria	652	March 11, 2009
25. Washington	760	April 22, 2009
26. Longfellow	926	May 20, 2009
27. Liberty	930	September 30, 2009
28. Hyatt	433	October 21, 2009
29. Castle View	614	November 12, 2009
30. Woodcrest	611	N/A
32. Sunshine	277	N/A

Revised 05/12/09

RIVERSIDE UNIFIED SCHOOL DISTRICT
NUTRITION SERVICES DEPARTMENT

FARMERS'S MARKET SALAD BAR PROGRAM PARTICIPATION

**SALAD BAR PARTICIPATION
2006-2007**

Sites	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Y-T-D Average
Jefferson-3/05	235	224	275	219	227	207	210	212	233	209	225
Emerson-10/05	87	85	88	75	85	103	93	118	128	131	99
Adams-2/06	250	201	218	164	154	160	167	163	137	207	182
Hawthorne-10/06		402	295	259	245	223	253	248	283	265	275
Mark Twain-11/06			328	290	254	226	246	228	231	223	253
Taft-12/06				466	332	217	201	199	218	230	266
Monroe-1/07					366	264	238	200	225	169	244
Madison-3/07							435	394	370	332	383
Fremont-4/07								504	413	339	419
Harrison-5/07									351	279	315
Total Students/Day	572	912	1,204	1,473	1,663	1,400	1,843	2,266	2,589	2,384	2,661
# Days Served	19	23	14	11	20	18	22	16	22	11	176
Monthly Total	10,868	20,976	16,856	16,203	33,260	25,200	40,546	36,256	56,958	26,224	283,347

2007-2008

Sites	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Y-T-D Average
Jefferson	203	210	210	148	209	184	204	163	179	88	180
Emerson	130	120	118	77	109	94	102	106	86	61	100
Adams	124	135	120	112	141	118	124	132	137	100	124
Hawthorne	217	242	246	186	197	216	243	214	203	186	215
Mark Twain	161	164	185	139	169	159	154	125	148	140	154
Taft	185	166	145	127	158	134	152	125	132	96	142
Monroe	203	203	157	122	142	129	143	139	133	0	137
Madison	278	245	254	199	213	207	239	211	188	156	219
Fremont	148	164	123	104	134	119	118	120	113	0	114
Harrison	214	197	161	139	170	142	154	124	135	157	159
Bryant		215	154	142	144	122	118	105	98	87	132
Alcott			343	225	158	120	107	116	103	86	157
Lake Matthews				280	209	164	133	118	107	77	155
Jackson					386	228	238	200	201	170	237
Pachappa						331	254	208	191	171	231
Mt. View							503	429	359	235	382
Highland								408	323	247	326
Kennedy									323	359	341
Total Students/Day	1,863	2,061	2,216	2,000	2,539	2,467	2,986	3,043	3,159	2,416	3,507
# Days Served	19	22	11	14	16	19	21	17	21	5	165
Monthly Total	35,397	45,342	24,376	28,000	40,624	46,873	62,706	51,731	66,339	12,080	413,468

2008-2009

Sites	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Y-T-D Average
Jefferson	139	139	173	205	129	190	170	157	168	169	134	161
Emerson	129	118	127	167	86	111	132	127	141	137	133	128
Adams	75	80	117	135	93	111	105	118	112	114	97	105
Hawthorne	107	121	162	178	134	158	130	151	164	156	125	144
Mark Twain	66	128	143	189	119	131	138	127	120	129	116	128
Taft	114	101	134	168	102	138	128	114	118	108	81	119
Monroe	117	104	133	164	99	141	122	123	126	114	95	122
Madison	200	174	214	223	159	187	189	183	164	208	203	191
Fremont	109	117	110	164	95	122	98	125	130	127	91	117
Harrison	105	147	145	188	114	120	138	124	128	147	112	133
Bryant	107	111	113	116	93	115	94	91	87	75	77	98
Alcott	78	103	120	137	93	101	106	105	116	113	102	107
Lake Mathews	76	76	90	106	63	78	74	96	75	69	58	78
Jackson		166	158	202	137	155	126	128	124	121	117	143
Pachappa	180	178	201	206	157	178	163	156	148	160	138	170
Mt. View	195	190	211	216	130	172	159	152	167	167	131	172
Highland	154	156	151	191	115	156	142	120	133	122	60	136
Kennedy	201	227	218	216	173	157	179	137	134	136	117	172
Beatty (10/8)			223	195	126	132	134	139	144	134	107	148
Highgrove (11/12)				404	244	172	174	150	158	173	118	199
Rivera (12/10)					284	201	207	187	173	169	150	196
Franklin (1/14)						268	179	137	134	122	102	157
Magnolia (2/11)							166	154	135	114	90	132
Victoria (3/11)								225	223	194	155	199
Washington (4/22)									364	260	220	281
Longfellow (5/20)										437	353	395
Total Students/Day	2,152	2,436	2,943	3,770	2,745	3,294	3,253	3,326	3,686	3,975	3,282	4,133
# Days Served	5	21	23	11	15	19	18	22	17	20	5	176
Monthly Total	10,760	51,156	67,689	41,470	41,175	62,586	58,554	73,172	62,662	79,500	16,410	565,134

2009-2010

Sites	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Y-T-D Average
Jefferson	140	125	124	145								134
Emerson	95	121	111	130								114
Adams	61	76	91	108								84
Hawthorne	111	116	130	144								125
Mark Twain	67	98	111	121								99
Taft	71	77	80	95								81
Monroe	74	75	104	132								96
Madison	114	151	170	133								142
Fremont	100	97	98	92								97
Harrison	110	117	96	133								114
Bryant	66	69	75	86								74
Alcott	63	93	100	130								97
Lake Mathews	40	51	59	71								55
Jackson	87	92	119	141								110
Pachappa	104	118	130	138								123
Mt. View	124	137	140	179								145
Highland	66	85	93	125								92
Kennedy	64	90	129	144								107
Beatty	116	146	146	127								134
Highgrove	116	111	100	149								119
Rivera	81	107	118	142								112
Franklin	67	87	99	104								89
Magnolia	50	61	52	83								62
Victoria	109	92	93	103								99
Washington	154	139	132	136								140
Longfellow	252	180	123	151								177
Liberty (9-30)		387	310	304								334
Hyatt (10-21)			140	140								140
Castle View (11-12)				208								208
Total Students/Day	2,502	2,711	3,133	3,686	0	0	0	0	0	0	0	3,501
# Days Served	6	21	22	13								

Monthly Total	15,012	57,318	70,046	49,166	0	0	0	0	0	0	0
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These schools are not included in the "Total Students/Day"; they are added in the next row



FARMERS' MARKET DAILY SITE SET UP

FRUITS

- ❖ PROVIDE TWO (2) FRUITS DAILY (Three during winter months)
- ❖ ALTERNATE FRUITS THROUGHOUT THE WEEK (See Cycle Menu)
- ❖ PAIR POPULAR FRUIT WITH EITHER ORANGES OR APPLES (Slice into Wedges)
- ❖ USE 5 LB. CONTAINERS

VEGETABLES

- ❖ PROVIDE 4 – 6 VEGETABLES DAILY
- ❖ LETTUCE MIX SHOULD BE AS FOLLOWS (adjust as necessary)
 - 2 ICEBURG
 - 2 ROMAINE
 - 2 GREEN LEAF
 - 1 RED LEAF

PROTEIN / MEAT ALTERNATE

- ❖ PROVIDE THREE ITEMS DAILY (one for vegetarians) ROTATE ACCORDING TO CYCLE
- ❖ PROTEIN SELECTIONS (MEATS)
 - TUNA
 - HAM
 - CHICKEN
 - TURKEY
 - OTHER
- *KIDNEY BEANS*
- *GARBONZO BEANS*
- *HARD-BOILED EGGS (Cut in fourths)*
- *COTTAGE CHEESE*
- *SHREDDED CHEESE AND YOGURT*

BREAD / BREAD ALTERNATE

- ❖ PROVIDE PLAIN PASTA ON BAR DAILY
- ❖ PROVIDE ROLLS OR BREADSTICKS DAILY
- ❖ PROVIDE A 5LB CONTAINER OF CROUTONS DAILY



FARMERS' MARKET SALAD BAR CYCLE MENU 2009/2010

MONDAY

Meat/Meat Alternate (select 3)

Cheese – shredded or diced
Ham – diced
Boiled eggs – cut in 4ths
Peanut butter

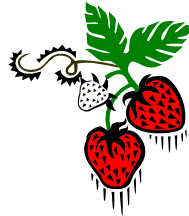
Vegetables (select 5)

Lettuce mix*
Carrots – peeled & sliced in sticks
Celery – sliced in sticks
Broccoli – bite size
Tomatoes
Seasonal veggies



Fruits (select 5)

Trail mix
Apple – sliced
Orange - wedges
Strawberries - sliced
Tangerines
Seasonal fruit
Mellon



Bread (select 3)

Dinner rolls
Croutons*
Crackers*
Pasta

* To be used daily: Secondary side

TUESDAY

Meat/Meat Alternate (select 3)

Tuna salad
Ham – diced
Peanut butter
Fajita, chicken strips

Vegetables (select 5)

Lettuce mix*
Carrots – peeled & sliced in sticks
Celery – sliced in sticks
Cauliflower –bite size
Tomatoes
Seasonal veggies



Fruits (select 5)

Trail mix
Apple – sliced
Oranges – wedges
Strawberries – sliced
Grapes
Seasonal fruit
Mellon



Bread (select 3)

Dinner rolls
Croutons*
Crackers*
Pasta

WEDNESDAY

Meat/Meat Alternate (select 3)

Cheese – shredded or diced
Fajita, chicken strips
Peanut butter
Cottage cheese

Vegetables (select 5)

Lettuce mix*
Carrots – peeled & sliced
Celery – sliced in sticks
Broccoli – bite size
Tomatoes
Seasonal veggies



Fruits (select 5)

Trail mix
Apple – sliced
Orange - wedges
Tangerines
Kiwi
Seasonal fruit



Bread (select 3)

Dinner rolls
Croutons*
Crackers*
Pasta

FARMERS' MARKET SALAD BAR CYCLE MENU 2009/2010

THURSDAY

Meat/Meat Alternate (select 3)

Cheese – shredded or diced
Ham – diced
Boiled eggs – cut in 4ths
Peanut butter

Vegetables (select 5)

Lettuce mix*
Carrots – peeled & sliced in sticks
Celery – sliced in sticks
Cauliflower –bite size
Tomatoes
Seasonal veggies



Fruits (select 5)

Trail mix
Apple – sliced
Orange - wedges
Strawberries - sliced
Tangerines
Seasonal fruit
Mellon



Bread (select 3)

Dinner rolls
Croutons*
Crackers*
Pasta



FRIDAY

Meat/Meat Alternate (select 3)

Tuna salad
Ham – diced
Peanut butter
Fajita, chicken strips

Vegetables (select 5)

Lettuce mix*
Carrots – peeled & sliced in sticks
Celery – sliced in sticks
Broccoli –bite size
Tomatoes
Seasonal veggies



Fruits (select 5)

Trail mix
Apple – sliced
Oranges – wedges
Strawberries – sliced
Grapes
Seasonal fruit

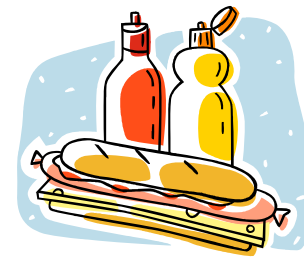


Bread (select 3)

Dinner rolls
Croutons*
Crackers*
Pasta

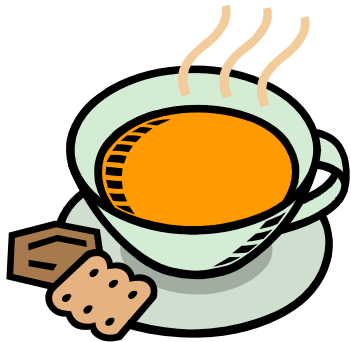
* To be used daily: Secondary side

Salad Bar Specials



Soup Bar

Chicken Noodle Soup
Crackers (Saltine)
Gold fish crackers



Build a Better Burger

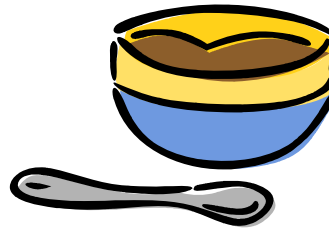
Burgers
Buns
Sliced Onion
Sliced Tomatoes
Pickles, chips
Sliced green Peppers
Lettuce
Cheese slices
Sliced Cucumbers
1000's Island dressing
Avocado
Chili

Build a Bowl of Chili

Bowl of Chili
Beef Crumble
Chopped onion/red
Chopped bell peppers
Shredded cheese
Chopped tomatoes
Taco chips/Fritos or corn
Corn/canned
Jalapeños/ canned
Sliced mushrooms
Cilantro
Sour cream
Black olives
Guacamole

Stuff a Submarine

Small sour dough roll
Sliced red onions
Sliced tomatoes
Sliced green peppers
Sliced cheese
Sliced pickles
Banana peppers
Sliced cucumbers
Coleslaw
Shredded cheese
Turkey
Pepperoni
Ham



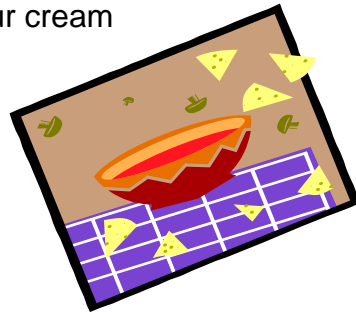
Baked Potato Bar

Baked potatoes
Taco meat
Nacho cheese
Chopped onions
Shredded cheese
Kidney beans
Tomatoes
Sour cream
Broccoli
Jalapenos
Butter



Nacho Bar

Tortilla
Jalapeños canned)
Cilantro
Green onion
Cherry tomatoes
Kidney beans
Corn
Lettuce
Carrots
Cucumber
Jicama
Salsa
Black olives
Taco meat
Shred cheese
Nacho cheese
Sour cream



Pasta Salad Bar

Pasta
Lettuce
Tomatoes
Sliced carrots
Chopped onions
Peas
Shredded cheese
Broccoli
Cauliflower
Sliced zucchini
Sliced pepperoni
Sliced black olives
Tuna
Italian dressing



Top a Taco salad Bar

Filled taco shells
Beef crumble
Refried beans
Sour cream
Salsa
Chopped tomatoes
Black olives
Jalapenos
Sliced mushrooms
Shredded cheese
Cilantro
Guacamole
Chopped onions



SALAD BAR EQUIPMENT ORDERING INFORMATION

ALL ITEMS LISTED BELOW WERE ORDERED FROM ARROW RESTAURANT EQUIPMENT

ITEM DESCRIPTION	MANUFACTURER	ITEM #	# NEEDED
SALAD BAR – 71" L X 28" H (Royal Blue)	CAMBRO	6FBRSL	1
TRAY RAILS FOR SALAD BAR (Royal Blue)	CAMBRO	FBR6R	2
CART, UTILITY 18" X 27"	LAKESIDE MANUF.	722	1
PAN, FOOD PLASTIC – ½ SIZE 4" DEEP (Black)	CAMBRO	24LPCW	20
FOOD PAN COVER – HALF SIZE (Clear)	CAMBRO	20LPCWC	20
PAN, FOOD PLASTIC FULL SIZE 4" DEEP (Black)	CAMBRO	14CW	2
FOOD PAN COVER FULL SIZE (Clear)	CAMBRO	10CWCH	2
PAN, FOOD PLASTIC – ¼ SIZE 4" DEEP (Black)	CAMBRO	44CW	10
FOOD PAN COVER – ¼ SIZE W / HANDLE (Clear)	CAMBRO	40CWCH	10
2 QT FOOD STORAGE CONTAINER, SQUARE	CAMBRO	2SFSCW	4
COVER FOR 2 & 4 QT CONTAINERS	CAMBRO	SFC2	8
4 QT FOOD STORAGE CONTAINER, SQUARE	CAMBRO	4SFSCW	4
6 QT FOOD STORAGE CONTAINER, SQUARE	CAMBRO	6SFSCW	4
COVER FOR 6 & 8 QT CONTAINERS	CAMBRO	SFC6	6
8 QT FOOD STORAGE CONTAINER, SQUARE	CAMBRO	8SFSCW	2
VEGETABLE DRYER – 5 GAL CAPACITY	DYNAMIC INTNL.	SD92	1
SECTIONER 6 WEDGE	SUNKIST	S102	1
SERVING TONGS – BLACK	CAMBRO	TG12	8
SPOON, SERVING SOLID - BLACK	CAMBRO	SPO8CW	8
SPOON / LADLE COMBINATION 3 OZ	UPDATE INTERNTL.	SPSD-3	2
SPOON / LADLE COMBINATION 4 OZ	UPDATE INTERNTL.	SPSD-4	2
TONGS, UTILITY 9"	UPDATE INTERNTL.	ST-9HD	25
DISHER – SIZE 8	UPDATE INTERNTL.	DP-8	1
DISHER – SIZE 16	UPDATE INTERNTL.	DP-16	4
CUTTING BOARD 15" X 20" X ½" WHITE	UPDATE INTERNTL.	CB-1520	3
CHEF'S KNIFE 10", 2-1/8" W	FORSCHNER	40521	2
KNIFE, PARING 3-1/4" BLADE	FORSCHNER	40508	2
PEELER, VEGETABLE, MANUAL 6"	UPDATE INTERNTL.	PR-6C	2
10-9/16" 1 OZ. PLAIN – BLACK LADLE	CAMBRO	LD105	4
SALAD CROCK 1.7 QT 6-1/4" DEEP BLACK	CAMBRO	CFR18	2
CONDIMENT PUMP ONLY	CAMBRO	CFPSRC10	2
SOUP KETTLE 11 QT	CADCO	VSK-1	2
ICE PILLOW	POLYFOAM	405	2
ITEM LISTED BELOW WAS ORDERED FROM W.W. GRANGER INC.			
8' TABLE 30 X 96	GRANGER	4XV71	1

GETTING THE "SCOOP" ON PORTION CONTROL

THE SCOOP NUMBER

100
70
60
50
40
30
24
20
16
12
10
8
6

QUANTITY OF FOOD

2 TSP
2 $\frac{3}{4}$ TSP
3 $\frac{1}{4}$ TSP
3 $\frac{3}{4}$ TSP
1 $\frac{2}{3}$ TSP
2 TBSP
2 $\frac{2}{3}$ TBSP
3 $\frac{1}{3}$ TBSP
 $\frac{1}{4}$ CUP
 $\frac{1}{3}$ CUP
 $\frac{3}{8}$ CUP
 $\frac{1}{2}$ CUP
 $\frac{2}{3}$ CUP



LOOK AT THE TINY NUMBER ON THE LIP OF THE SCOOP OR THE COLOR OF THE PLASTIC ON THE HANDLE TO DETERMINE THE RIGHT SIZE. THE SCOOP SHOULD BE **LEVEL**.

SERVING SPOONS

A SERVING SPOON (SOLID OR SLOTTED) MAY BE USED INSTEAD OF A SCOOP. SINCE THESE SPOONS ARE NOT IDENTIFIED BY NUMBER, IT IS NECESSARY TO MEASURE OR WEIGH THE QUANTITY OF FOOD FROM THE SPOONS USED.



FOOD SERVICE DEPARTMENT
SERVING SCOOP SIZE

2/3 C	--	# 6 SCOOP
1/2 C	--	# 8 SCOOP
3/8 C	--	#10 SCOOP
1/4 C	--	# 16 SCOOP
1-1/2 OZ (MEAT)	--	# 20 SCOOP

3/8 C	--	9 CARROTS
3/8 C	--	6 CELERY
1/2 C	--	11 FRENCH FRIES
1/2 C	--	9 POTATO ROUNDS

SALAD BAR ETIQUETTE

1. Always wash your hands first.



2. Use utensils. **NEVER USE YOUR FINGERS.**



3. If a utensil or plate falls on the floor, don't put it back. Tell a cafeteria person.



4. Don't taste food items at the salad bar.

5. Take a small amount of new foods to try.

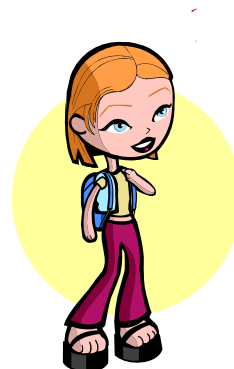


6. Take only what you can eat.

7. Don't bring food back to the salad bar.

8. **DON'T PUT YOUR HEAD UNDER THE SNEEZE GUARD OR FOOD SHIELD.** Ask a friend or a cafeteria person to help if you can't reach.

9. Always be polite in line. Wait your turn.



10. Always use a clean plate for seconds.

PROPER SALAD BAR PRESENTATION



An attractive and plentiful salad bar is critical to the program success. Students must find all items and the salad bar visually appealing. Site managers must have the following mix to meet guidelines and continue student and adult participation.

Salad Mix:

Romaine offered daily

- ✚ Green Leaf
- ✚ Red Leaf
- ✚ Spinach

Protein Items:

Three (3) offered daily

- ✚ A type of cheese
- ✚ A type of meat
- ✚ A type of bean

Fruits:

Three (3) offered daily CUT IN USER FRIENDLY BITES

- ✚ Orange
- ✚ Apple
- ✚ One seasonal (peaches, strawberries, kiwi, etc.)

Vegetables:

Three (3) to four (4) a day CUT ATTRACTIVELY

- ✚ Carrots
- ✚ Any other 2-3 items (corn, cucumbers, tomatoes, etc.)

Side Table:

Provide Italian and Ranch Dressing, bread, croutons and toppings (raisins, crackers, etc.)

NOTE: Any dessert items provided on the hot meal must also be provided on the salad bar meal

FRESH FRUIT AND SALAD BAR PROGRAM

Salad Bar Training Check List

School Site: _____

Start Date: _____

Site Manager: _____

End Date: _____

Trainer: _____

To insure the Department Policies and Procedures are in place with the salad bar program, this checklist will assist you in maintaining consistency, organization, and a sustainable program District wide. The site manager is responsible for insuring all training techniques are followed and maintained in each site. You will find listed below the main areas of focus:

MONITOR SALAD BAR:

- The primary responsibility of the salad bar worker is to train, teach and insure each student has a complete reimbursable meal before leaving the salad bar. This includes them taking three of the five components offered under the offer vs. serve meal plan.

ORDERING PROCEDURES:

- The site manager must have a clear idea of how product to order and insure adequate inventory and eliminate waste.

SALAD BAR SET-UP:

- All District salad bars must be assembled in a uniform fashion. The trainer will work with your staff to demonstrate salad bar attractiveness, and item display (i.e. protein, fruit, vegetables, and bread items). Crackers and croutons must be offered on the salad bar daily.

CONTAINERS AND UNTENSIL SET-UP:

- In order to insure each student receives adequate portion, certain utensils must be used. The manager will work with their staff on proper serving and product availability of most frequently used items.

PRODUCE AND VEGETABLE CUTTING SPECIFICATIONS:

- All items served on the salad bar have a specific cut and serving specification to insure students are receiving user friendly fruits and vegetables. This procedure must take place at all sites and a form of consistency is necessary. The trainer will work with you and your staff on these specific cuts, of all items offered.

PRODUCE CLEANING, CUTTING AND HANDLING PROCEDURES:

- As you are aware, all of the fruits and vegetables for the salad bar are purchased whole. This means extra care and intense cleaning must take place to insure safe, and clean disinfected products to our students. The lettuce must be washed and dried thoroughly using lettuce spinner.

LEFTOVER STORAGE PROCEDURES:

- To insure freshness and storage life of product, specific storage procedures must be used to insure the preservation of all items while under refrigeration. This includes dating and rotating all items received (**you must have a delivery date on all refrigerator storage items**).

I have received a copy of the Student Nutrition Service Salad Bar Training Check List and I agree to fully implement all policies daily on my assigned shift.

Manager

Date

Trainer

**RIVERSIDE UNIFIED SCHOOL DISTRICT
NUTRITION SERVICES
Performance Update
SALAD BAR OPERATIONS**

Site

Employee

Supervisor/Director

You are hereby notified that on _____, you were in default of your performance in the area(s) mentioned below. Compliance with this notice will be necessary in order to avoid further disciplinary action.

UPDATE REPORTED

- _____ Salad Bar Presentation out of compliance
- _____ Portion scoops not utilized
- _____ Daily participation numbers inaccurate
- _____ Salad bar production records are not accurate and/or up to date
- _____ Running out of food before end of lunch period
- _____ Daily reports incomplete and/or not received as scheduled
- _____ Orders incomplete and/or not received as scheduled
- _____ Change of menu item without authorization from Food Service Office
- _____ Sanitation and safety procedures not followed
- _____ Emergency orders made too frequently
- _____ Excessive leftovers on hand

Comments: _____

I have read the above update report and will comply with your recommendations. Please sign. A copy will be maintained on file in the Nutrition Services Office

Site Manager

Date Received

Date Completed

RIVERSIDE UNIFIED SCHOOL DISTRICT NUTRITION SERVICES SALAD BAR PRODUCTION RECORD

SCHOOL:		PERSON:		DATE:		
ITEMS AND SERVING AMOUNT	Servings Per Purchase Unit	# Of Servings Prepared	Amount Left	MEAL COUNT	STUDENTS	ADULTS
CHEESE = 1 OZ	1 lb = 16			SALAD BAR		
EGGS = 1 OZ	1 doz = 12					
HAM (DICED) = 1 OZ	1 lb = 16			HOT LUCH		
TUNA = 1 OZ	66.5 = 66.5					
TURKEY = 1 OZ	1 lb = 16				1 lb = 16 oz 1 doz = 12 ¼ cup = 2 oz ½ cup = 4 oz ¾ cup = 6 oz 1 cup = 8 oz 1 gal = 128 oz Corn on the cob to be served pin wheel style	
CHICKEN = 1 OZ	1 lb = 16					
COTTAGE CHEESE = 1 OZ	5 lb = 80					
YOGURT = 1 OZ	5 lb = 80					
PASTA SALAD = 1 OZ	1 lb = 16					
CARROT STICKS = 1/4 CUP	1 lb = 10.30					
CELERY STICKS = 1/4 CUP	1 lb = 12.20					
CUCUMBER = 1/4 CUP	1 lb = 12.40					
BROCCOLI = 1/4 CUP	1 lb = 9.80					
CORN = 1/4 CUP **ON THE COB	1 lb = 3.75					
GREEN LEAF LETTUCE = 1/4 CUP	1 lb = 20.80					
ROMAINE LETTUCE = 1/4 CUP	1 lb = 20.80					
RED LEAF LETTUCE = 1/4 CUP	1 lb = 20.80					
TOMATO (CHERRY) = 1/4 CUP	1 lb = 11.80					
SPINACH = 1/4 CUP	1 lb = 30.7					
GARBANZO BEAN = 1/4 CUP	#10 can = 24.6					
KIDNEY BEANS = 1/4 CUP	#10 can = 41.9					
APPLE (SLICED) = 1/4 CUP	1 lb = 12					
ORANGE (SLICED) = 1/4 CUP	1 lb = 7.25					
STRAWBERRIES (SLICED) = ¼ CUP	1 lb = 10.50					
GRAPES = 1/4 CUP = 9 EACH	1 lb = 10.40					
CANTALOUPE (DICED) = 1/4 CUP	1 lb = 5.82					
WATERMELON = 1/4 CUP	1 lb = 6.46					
PEACHES = 1/4 CUP	1 lb = 7.79					
TANGERINES (SLICED) = 1/4 CUP	1 lb = 8.44					
NECTARINES (SLICED) = 1/4 CUP	1 lb = 8.69					
CHERRIES = 1/4 CUP = 7 EACH	1 lb = 8.57					
RAISINS = 1/4 CUP	1 lb = 32					
SUNFLOWER SEEDS = 1/2 OZ	1 lb = 32					
TRAIL MIX = 1/2 OZ	1 lb = 32					
PEANUT BUTTER = 1 OZ	1 lb = 16					
RANCH DRESSING = 1 OZ	1 gal = 128					
ITALIAN DRESSING = 1 OZ	1 gal = 128					

Riverside Unified School District Nutrition Services Site Visitation

School Site: _____

Cafeteria Manager: _____

Date: _____

Food Storage / Prep.	Yes	No	Comments
All food wrapped / sealed, labeled & dated			
Gloves & hairnets worn			
Cutting boards, containers, serving utensils clean			
Kitchen work area clean and sanitary			
Salad bar items 40°F or lower			
Salad bar kept clean during lunch; floor clean			
Salad Bar Presentation	Yes	No	Comments
The Cycle Menu is being followed			
Protein items offered:			
Bread items offered:			
Vegetables:			
Fruits:			
Other:			
Pasta Salad:			
All prepared recipes USDA approved			
Added fresh vegetables vs. frozen			
Other:			
Tuna Salad:			
Light Mayonnaise			
Follows recipe from standardized recipe guide			
Decorations:			
Food Group Cards displayed on salad bar			
5-A-Day Sign displayed on salad bar			
Innovative ideas:			



SITE VISITS

To ensure a successful program, the area manager will make regular visits to participating schools and check in with site Supervisors. These meetings are intended to assure adherence to program guidelines and address needs of Participating schools

THE AREA MANAGER WILL:

- Check for food freshness in salad bar and in dry goods
- Inspect storage methods and cleanliness
- Check for cleanliness of salad bar
- Ask for feedback from supervisors and student
- Gather feedback from school staff as needed
- Check for gardening and composting, integration of salad bar
- Review participation data
- Provide guidance to site as needed



FARMERS' MARKET IS NOT JUST A SALAD; IT'S A PROGRAM



FARMERS' MARKET PROGRAM

**FARM TOURS
POSTER CONTESTS
GARDEN PROJECTS
SALAD BAR FEATURE DAYS
FARMERS' MARKET TOURS
CLASSROOM COOKING CARTS
TEACHERS 2-1 COUPONS ISSUED MONTHLY
NUTRITION FOOD ITEMS AVAILABLE FOR COOKING LESSONS**

