
**MENU PLAN REQUIREMENTS FOR FOOD BASED AND
NUTRIENT STANDARD MEALS (NSD-W017.1)**
Sacramento City Unified School District

The online version of this procedure is official.
Therefore, all printed versions of this document are
unofficial copies.

1.0 SCOPE:

- 1.1 The process of ensuring that appropriate meals are prepared and offered for each meal type or program per USDA, State and SCUSD regulations for Food Based and Nutrient Standard Menu Planning.

2.0 RESPONSIBILITY:

- 2.1 All Site Leads
- 2.2 Site Supervisors
- 2.3 Area Supervisors
- 2.4 Nutrition Supervisor
- 2.5 Inventory Control Specialist

3.0 APPROVAL AUTHORITY:

- | | | |
|------------------------------------|-----------|------|
| | Signature | Date |
| 3.1 Director of Nutrition Services | | |

4.0 DEFINITIONS:

- 4.1 Nutrient Standard Menu Plan (NSMP) – a menu plan in which targets for macro and micronutrients are set: a minimum of three items must be offered (including an entrée' and fluid milk) and two taken per meal; and a weekly average of the menu must meet calorie and nutrient standards for fat, saturated fat, vitamins A & C, iron and calcium.
- 4.2 Food Based Menu Plan (FBMP) – a menu plan in which specific serving sizes from each of the food groups are served daily and weekly; five food items must be offered, based upon meal service type and school level; and grain desserts count toward the bread requirement.

5.0 PROCEDURE:

- 5.1 Utilize the following Menu Plan per programs as follows:
 - 5.1.1 Elementary Schools – Nutrient Standard Menu Plan
 - 5.1.2 Secondary Schools – Food Based Menu Plan
 - 5.1.3 Snack Programs – Food Based Menu
 - 5.1.4 Bag Lunches – Food Based Menu
 - 5.1.5 Manager's Choice days – Food Based Menu
 - 5.1.6 Child Care, Head Start, and State Preschools – Food Based Menu
 - 5.1.7 Food Service during the summer – Food based Menu

MENU PLAN REQUIREMENTS FOR FOOD BASED AND
NUTRIENT STANDARD MEALS (NSD-W017.1)
Sacramento City Unified School District

6.0 ASSOCIATED DOCUMENTS:

- 6.1 USDA Food Based Menu Planning and Nutrient Standard Menu Planning Comparison Sheet
- 6.2 Nutrition Standards.
- 6.3 Dietary Guidelines for Americans

7.0 RECORD RETENTION TABLE:

<u>Identification</u>	<u>Storage</u>	<u>Retention</u>	<u>Disposition</u>	<u>Protection</u>
Menu Plan Requirements	Nutrition Services Original Copy	Until Revised	Dispose Of	N / A

8.0 REVISION HISTORY:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
07/03/2003	Initial Release	
12/15/2004	A	Procedure changed to Work Instruction. "Plans" taken out of title for clarification. Additional wording added to scope to define this function more fully. "SB 19 sheets" removed from reference documents. Copy of "USDA Food Based Menu Planning and Nutrient Standard Menu Planning Comparison Sheet" sent with hard copy of Work Instruction so that it may be attached.
5/11/2009	B	Additional staff listed under Responsibility to reflect changes in program; definitions added to clarify Work Instruction; summer food service added to list of meal programs; Dietary Guidelines for Americans added as an Associated Document ; Operations Manual deleted from Storage to reflect current program.

* * * E n d o f p r o c e d u r e * * *