



Healthy Cafeteria Checklist K-12 (Pre and Post)

How to use this checklist:

The district food service representative and the Cafeteria Council (CC) at each school should schedule a meeting. Make copies of this checklist for each member on the CC. Let them review the checklist. Complete one copy of the checklist as a team.

After completing the checklist and writing a score for each component, look through the checklist and circle the items that are in the **Needs Improvement** category and make note of any items you are not in compliance with as mandated by the Texas Public School Nutrition Policy. These are areas you will want to focus on this school year. Prioritize the areas and plan improvements based on budget, time needed to make a difference, district priorities, and resources available to the CC and your food service district department.

Healthy Cafeteria Characteristics	Great (4)	Good (3)	OK (2)	Needs Improvement (1)	
Schools offer lunch, breakfast, and after-school snack programs.					
School meals are offered at prices students can afford.					
Food service personnel participate in professional development activities.					
Menus meet or exceed the current dietary guidelines.					
Menus feature a variety of healthy choices. Menus provide meals that are low in saturated and trans fat, sodium, cholesterol, and sugar.					
Foods of Minimal Nutritional Value (FMNV) are restricted as specified by the Texas Nutritional Policy (see more below).					
Menus offer lean meats, fruits, vegetables, whole grains, and low-fat or non-fat milk.					
Safe food handling is an essential element of the school food service operation.					
If a la carte foods are available, they include a variety of nutritious foods.					
Meal schedule provides students plenty of time to eat their lunch.					
Adequate serving lines are available to limit waiting time.					
Eating areas are clean.					

Healthy Cafeteria Characteristics	Great (4)	Good (3)	OK (2)	Needs Improvement (1)	
Enough seating is available for students and staff.					
Efforts are made to enhance the cafeteria environment.					
Students are encouraged to socialize during lunch.					
Cafeteria design and new construction considers the following: lighting, appropriate building materials, windows, open space, adequate food service equipment for food preparation and service and staff safety.					
Facilities for washing hands are located close to the cafeteria and students are encouraged to wash their hands before eating.					
Drinking fountains are inside or close by the cafeteria.					
Food service personnel help students identify healthy food choices.					
Food service personnel help enhance classroom nutrition objectives and lessons.					
Breakfast and lunch menus are posted on our school web site and are also available to students and parents on campus.					
(List other Healthy Cafeteria Characteristics you feel you need to address.)					
(List other Healthy Cafeteria Characteristics you feel you need to address.)					
Total Points					

Note any items that you are unsure about.

Compliance with the Texas Public School Nutrition Policy

Check the following circles if you are complying with the Texas Public School Nutrition Policy for schools using the Healthy and Wise curriculum in grades K-12. We suggest you also refer to the Texas Nutrition Policies while completing this checklist. Differences for elementary, middle school/jr. high, and high school campuses are noted when appropriate.

Fats and Fried Foods:

- Individual food items must not contain more than 23 grams of fat with an exception of one individual food item per week. No food items can exceed 28 grams of fat at any time. (See Texas Nutrition Policy for peanut butter exemption.)
- French fried potatoes must be baked and do not exceed 3 ounces per serving and are not offered more than (once per week/Elementary campuses, three times per week/Middle/Jr. High, High School-Not Specified). Students may only purchase one serving at a time (all grade levels).

*Must be baked for on-site preparation.

- Frying should be eliminated as a method of on-site preparation for foods served as part of school meals, a la carte, snack lines, and competitive foods. Deep fried processed (manufactured) foods that have been pre-fried, flash-fried, or par-fried by the manufacturer may be served but should be baked or heated by another method.
- Foods that have been flash-fried by the manufacturer are baked or heated by another method.

*Frying must be eliminated as a method of on-site preparation. Deep fried processed (manufactured) foods that have been pre-fried, flash-fried, or par-fried by the manufacturer may be served but must be baked or heated by another method. By (SY 09-10) all schools must be in compliance (transition period for extensive equipment or facility changes ends).

- Foods purchased by our district list trans fat information.
- Our district is actively trying to reduce the purchase of any products containing trans fat.

*Trans fat information must be requested in all product specifications, and the purchase of products containing trans fats must be reduced.

Portion Sizes:

All maximum portion size restrictions below pertaining to all foods and beverages served or made available to students on school campus, with the exception of school meals, are followed: Yes or No

Food or Beverage	Portion Size
Chips (fried) Chips (baked)	1.5 oz includes baked or fried chips, no more than 7.5 grams of fat per bag.
Other (crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit, jerky, and pretzels)	1.5 ounces
Cookies/cereal bars Bakery items (e.g., pastries, muffins)	2 ounces 3 ounces Portion sizes still apply. Total fat must not exceed 30 percent of calories or 3 grams per 100 calories; saturated fat must not exceed 10 percent of calories or more than 1 gram per 100 calories; sugar must not exceed more than 10 grams per ounce.
Frozen desserts, ice cream, frozen yogurt, pudding and gelatin	4 ounces
Whole milk, flavored or unflavored. (Flavored milks may not contain more than 30 grams total sugar per 8 ounce serving.)	8 ounces
Reduced fat milk (2 percent or less), flavored or unflavored. (Flavored milks must not contain more than 30 grams total sugar per 8 ounce serving.)	16 ounces
Beverages (other than milk) must not contain more than 30 grams total sugar per (elementary - 6 ounce) and (middle/jr./ and high school - 8 ounce) serving. Juices should be 100 percent fruit and/or vegetable juice. No limit on non-carbonated, unflavored bottled water. Elementary - Electrolyte replacement beverages (sports drink) are not allowed.	Elementary - 6 fl. ounces Middle and High School - 12 fl. ounces
Frozen fruit slushes (must contain a minimum of 50 percent fruit juice).	6 ounces (elementary schools) 8 ounces (middle/Jr. High schools) 12 ounces (high school)

Other: Check the following boxes if you are complying with the Texas Public School Nutrition Policy.

- Fruit and/or vegetables must be offered daily on all points of service. Fruits and vegetables are fresh whenever possible. Frozen and canned fruits are packed in natural juice, water, or light syrup.
- District offers 2 percent, 1 percent, or skim milk at all points where milk is served.
- All beverages sold in elementary schools are milk, unflavored water, and 100 percent fruit and/or vegetable juice.
- Chips served in our schools are reduced fat or baked varieties.
- In our elementary schools, competitive foods are not served to students anywhere on school premises throughout the school day until the end of the last scheduled class. All food, beverages, and snack items must comply with the nutrition standards and portion size restrictions in this policy.
- In our middle/jr. high schools, competitive foods are not allowed anywhere on school premises from 30 minutes before to 30 minutes after meal periods. All food, beverages, and snack items must comply with the nutrition standards and portion size restrictions in this policy.
- In our high schools, competitive foods are not allowed during meal periods in areas where reimbursable meals are served and consumed. All food, beverages, and snack items must comply with the nutrition standards and portion size restrictions in this policy.
- Our elementary campuses, middle school campuses, and high school campuses do not serve or provide access by anyone (including guest speakers) to foods of minimal nutritional value (FMNV) and all other forms of candy at any time anywhere on school premises until the end of the last scheduled class.

The following foods of minimal nutritional value (FMNV) are restricted:

- | | | |
|------------|-----------|--|
| Yes | No | Soda Water: Any carbonated beverage. Including those with added nutrients such as vitamins, minerals, and proteins. |
| Yes | No | Water Ices: Any frozen, sweetened water such as "...sicles" and flavored ice with the exception of products that contain fruit or fruit juice. |
| Yes | No | Chewing Gum: Any flavored products from natural or synthetic gums and other ingredients that form an insoluble mass for chewing. |
| Yes | No | Certain Candies: Any processed foods made predominantly from sweeteners or artificial sweeteners including the following types: |

- a) Hard Candy: A product made predominantly from sugar (sucrose) and corn syrup that may be flavored and colored and is characterized by a hard, brittle texture. Includes such items as sour balls, lollipops, fruit balls, candy sticks, starlight mints, after dinner mints, jaw breakers, sugar waters, rock candy, cinnamon candies, breath mints, and cough drops.
- b) Jellies and Gums: A mixture of carbohydrates that are combined to form a stable gelatinous system of jellylike character and are generally flavored and colored, and include gum drops, jelly beans, and jellied or fruit-flavored slices.
- c) Marshmallow Candies: An aerated confection composed of sugar, corn syrup, invert sugar, 20 percent water, and gelatin or egg white to which flavors and colors may be added.
- d) Fondant: A product consisting of microscopic-sized sugar crystals that are separated by a thin film of sugar and/or invert sugar in solution, such as candy corn or soft mints.
- e) Licorice: A product made predominantly from sugar and corn syrup that is flavored with an extract made from the licorice root.
- f) Spun Candy: A product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.
- g) Candy Coated Popcorn: Popcorn that is coated with a mixture made predominantly from sugar and corn syrup.

Refer to the list of exceptions outlined in the Texas Public School Nutrition Policy for clarification or for more information.

Cafeteria Action Plan (Pre)

Review the checklist and list the priority items starting with the *Needs Improvement* items first and then address the *OK* items. Review and address areas or items that you may still be struggling to comply with the Texas Public School Nutrition Policy.

Select two priority areas that are possible to change immediately.

1. _____
2. _____

Who will help implement these changes? _____

When can these changes become effective? _____

List any funds necessary to implement. _____

List action steps:

Select two priority areas that are possible to change during this school year.

1. _____
2. _____

Who will help implement these changes? _____

When can these changes become effective? _____

List any funds necessary to implement. _____

List action steps:

Select two priority areas that are possible to change over a two to three-year period.

1. _____
2. _____

Who will help implement these changes? _____

When can these changes become effective? _____

List any funds necessary to implement. _____

List action steps:

Cafeteria Action Plan – Year in Review (Post)

Review the checklist you completed last year. Have you made any progress in any of the listed areas? If so, note them. Review your Cafeteria Action Plan from last year and answer the questions below.

Were you successful in changing two priority areas immediately?

Explain:

If so,

Who helped implement these changes? _____

When did these changes become effective? _____

List any funds spent to implement. _____

List action steps that actually worked:

Were you successful in changing two priority areas during the school year?

Explain:

If so,

Who helped implement these changes? _____

When did these changes become effective? _____

List any funds spent to implement. _____

List action steps that actually worked:

Are the priority areas that you listed as possible to change over a two to three-year period still reasonable?

Explain:

If so,

Who can help implement these changes? _____

When can these changes become effective? _____

List any funds needed to implement. _____

Based on your experience this last year, revise your action steps if necessary:

Finally, check the Texas Department of Agriculture's web site for any upcoming changes on the Texas Public School Nutrition Policy. List any areas that you will need to address to be in compliance by the 2011-2012 school year.

