

Production Record

Site _____

Meal Date **6/3/24**

MENU: FSP Hot Lunch 9-12

Beef Patty with YA Cheese	2 oz MMA
WG Hamburger Bun	2 oz G
Baby Carrots	½ c V
Spicy Slaw	½ c V
Applesauce	½ c F
Milk	1 c

Total Projected Reimbursable Lunches _____

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Beef Patty with YA Cheese	1168773	9-12	1 each							
WG Hamburger Bun	82047	9-12	1 each							
Baby Carrots	82199	9-12	½ cup							
Spicy Slaw	10201	9-12	½ cup							
Applesauce	82082	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							
Ketchup Packet	82287	9-12	1 each							
Mustard Packet	82385	9-12	1 each							

NOTE: All foods, including condiments and milk, must be included daily.
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 **Amount of food used based on USDA Food Buying Guide or USDA recipe.

Production Record

Site

Meal Date 6/4/24

Total Projected Reimbursable Lunches

MENU: FSP Hot Lunch 9-12

Sweet & Sour Chicken	2 oz MMA
Fried Rice & WG Roll	2.5 oz G
Green Beans	½ c V
Edamame	½ c V
Pear Slices	½ c F
Milk	1 c

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Sweet & Sour Chicken	1751	9-12	2 oz							
(not so) Fried Rice	258424	9-12	¾ cup							
WG Roll	1613	9-12	1 each							
Green Beans	82175	9-12	½ cup							
Edamame	82141	9-12	½ cup							
Pear Slices	1352678	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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Production Record

Site

Meal Date 6/5/24

MENU: FSP Hot Lunch 9-12

WG Rotini Pasta & WG Breadstick	2.5 oz G
Mozzarella Cheese	2 oz MMA
Peas	½ c V
Italian Chickpea Salad	½ c V
Orange Slices	½ c F
Milk	1 c
Creamy Garlic Pesto Sauce	

Total Projected Reimbursable Lunches

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
WG Rotini Pasta	82269	9-12	3/4 cup							
Creamy Garlic Pesto Sauce	4610	9-12	¼ cup							
Mozzarella Cheese	82294	9-12	1.5 oz							
Garlic Herb Breadstick	82376	9-12	1 each							
Peas	82237	9-12	½ cup							
Italian Chickpea Salad	1481379	9-12	½ cup							
Orange Slices	82042	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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Production Record

Site

Meal Date 6/6/24

Total Projected Reimbursable Lunches

MENU: FSP Hot Lunch 9-12

Turkey Meatball & Mozzarella Cheese	2.5 oz MMA
WG Hoagie Bun	2 oz G
Broccoli	½ c V
Red Pepper Strips	½ c V
Honeydew	½ c F
Milk	1 c

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Turkey Meatball	113125	9-12	5 each							
Mozzarella Cheese	82294	9-12	0.5 oz							
WG Hoagie Bun	4633	9-12	1 each							
Broccoli	82243	9-12	½ cup							
Red Pepper Strips	84940	9-12	½ cup							
Honeydew	294080	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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Production Record

Site

Meal Date 6/7/24

Total Projected Reimbursable Lunches

MENU: FSP Hot Lunch 9-12

Chicken Nuggets, WG	2 oz MMA/1 G
WG Bread	1 oz G
Celery Sticks	½ c V
Honey Carrots, Cold	½ c V
Fruit Salad CHP	½ c F
Milk	1 c

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Chicken Nuggets, WG	82068	9-12	5 each							
WG Bread	82064	9-12	1 each							
Celery Sticks	338455	9-12	½ cup							
Honey Carrots, Cold	1362370	9-12	½ cup							
Fruit Salad CHP	84783	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							
Ketchup Packet	82287	9-12	1 each							

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Production Record

Site

Meal Date 6/10/24

Total Projected Reimbursable Lunches

MENU: FSP Hot Lunch 9-12

Cheese Pizza	2 oz MMA/2 G
Italian Cucumber Salad	½ c V
Cherry Tomatoes	½ c V
Applesauce	½ c F
Milk	1 c

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Garlic Herb Cheese Pizza	1205148	9-12	1 each							
Italian Cucumber Salad	1341897	9-12	½ cup							
Cherry Tomatoes	82096	9-12	½ cup							
Applesauce	82082	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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Production Record

Site

Meal Date 6/11/24

Total Projected Reimbursable Lunches

MENU: FSP Hot Lunch 9-12

Mojo Chicken	2 oz MMA
Cilantro & Spinach Rice	1.5 oz G
Mashed Sweet Potatoes	½ c V
Corn Salad	½ c V
Pear Slices	½ c F
Milk	1 c

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Mojo Chicken	108988	9-12	2 oz							
Cilantro & Spinach Rice	4637	9-12	¾ cup							
WG Roll	1613	9-12	1 each							
Mashed Sweet Potatoes	249700	9-12	½ cup							
Corn Salad	82321	9-12	½ cup							
Pear Slices	1352678	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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Production Record

Site

Meal Date 6/12/24

MENU: FSP Hot Lunch 9-12

Grilled Cheese	2 oz MMA/2 G
Garlic Green Beans	½ c V
Baby Carrots	½ c V
Apple Slices	½ c F
Milk	1 c

Total Projected Reimbursable Lunches

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Grilled Cheese	1422047	9-12	1 each							
Garlic Green Beans	1473451	9-12	½ cup							
Baby Carrots	82244	9-12	½ cup							
Apple Slices	82138	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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Production Record

Site

Meal Date 6/13/24

MENU: FSP Hot Lunch 9-12

Turkey Bolognese	2 oz MMA
WG Penne & WG Breadstick	2.5 oz G
Broccoli	½ c V
Lemony Chickpea	½ c V
Pineapple	½ c F
Milk	1 c

Total Projected Reimbursable Lunches _____

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Turkey Bolognese	11031	9-12	½ cup							
WG Penne	104995	9-12	¾ cup							
Garlic Herb Breadstick	82376	9-12	1 each							
Broccoli	82243	9-12	½ cup							
Lemony Chickpea	1075166	9-12	½ cup							
Pineapple	82190	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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Production Record

Site

Meal Date 6/14/24

Total Projected Reimbursable Lunches

MENU: FSP Hot Lunch 9-12

Southwest Chicken	2 oz MMA
WG Tortilla	1.5 oz G
WG Tortilla Chips	0.5 oz G
Jicama Pineapple Pico	½ c V
Seasoned Black Beans	½ c V
Cantaloupe	½ c F
Milk	1 c

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Southwest Chicken	4151	9-12	2 oz							
WG Tortilla	1365671	9-12	1 each							
WG Tortilla Chips – ½ portion	2357	9-12	5 each							
Jicama Pineapple Pico	1453474	9-12	½ cup							
Seasoned Black Beans	1265660	9-12	½ cup							
Cantaloupe	82208	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

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**Amount of food used based on USDA Food Buying Guide or USDA recipe.

Production Record

Site

Meal Date 6/17/24

MENU: FSP Hot Lunch 9-12

Beef Hot Dog	2 oz MMA
WG Hot Dog Bun	2 oz G
Cucumber Salad	½ c V
Baby Carrots	½ c V
Applesauce	½ c F
Milk	1 c

Total Projected Reimbursable Lunches _____

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Beef Hot Dog	82156	9-12	1 each							
WG Hot Dog Bun	82142	9-12	1 each							
Cucumber Salad	21954	9-12	½ cup							
Baby Carrots	82244	9-12	½ cup							
Applesauce	82082	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							
Ketchup Packet	82287	9-12	1 each							
Mustard Packet	82385	9-12	1 each							

NOTE: All foods, including condiments and milk, must be included daily.
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Production Record

Site

Meal Date 6/18/24

MENU: FSP Hot Lunch 9-12

Garlic Herb Baked Chicken	2 oz MMA
Sundried Tomato Rice & WG Bread	2.5 oz G
Scalloped Potatoes	½ c V
Three Bean Salad	½ c V
Pear Slices	½ c F
Milk	1 c

Total Projected Reimbursable Lunches _____

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Garlic Herb Baked Chicken	4611	9-12	2 oz							
Sundried Tomato Rice	4638	9-12	¾ cup							
WG Bread	82064	9-12	1 each							
Scalloped Potatoes	4619	9-12	½ cup							
Three Bean Salad	82584	9-12	½ cup							
Pear Slices	1352678	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

NOTE: All foods, including condiments and milk, must be included daily.
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Production Record

Site _____

Meal Date **6/19/24**

MENU: FSP Hot Lunch 9-12

Cheese Sauce	2 oz MMA
WG Elbow & WG Breadstick	2.5 oz G
Lemon Pepper Broccoli	½ c V
Chickpeas	½ c V
Apple Slices	½ c F
Milk	1 c

Total Projected Reimbursable Lunches _____

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Cheese Sauce	82240	9-12	3/8 cup							
WG Elbow	82218	9-12	2 each							
Garlic Herb Breadstick	82376	9-12	1 each							
Lemon Pepper Broccoli	1481367	9-12	½ cup							
Chickpeas	2026	9-12	½ cup							
Apple Slices	1481367	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

NOTE: All foods, including condiments and milk, must be included daily.
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 **Amount of food used based on USDA Food Buying Guide or USDA recipe.

Production Record

Site

Meal Date 6/20/24

MENU: FSP Hot Lunch 9-12

Turkey Sausage Patties	3 oz MMA
WG Pancakes	2 oz G
Roasted Sweet Potatoes	½ c V
Celery	½ c V
Cantaloupe	½ c F
Milk	1 c

Total Projected Reimbursable Lunches

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Turkey Sausage Patties	82455	9-12	3 each							
WG Pancakes	82057	9-12	2 each							
Roasted Sweet Potatoes	9881	9-12	½ cup							
Celery	1078402	9-12	½ cup							
Cantaloupe	82208	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							
Breakfast Syrup	82099	9-12	1 each							

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 **Amount of food used based on USDA Food Buying Guide or USDA recipe.

Production Record

Site _____

Meal Date **6/21/24**

MENU: FSP Hot Lunch 9-12

Ranch Chicken Pizza	2 oz MMA/2 G
Cauliflower	½ c V
Cucumber Slices	½ c V
Fruit Salad CHP	½ c F
Milk	1 c

Total Projected Reimbursable Lunches _____

Food Item Used and Form	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Ranch Chicken Pizza	4613	9-12	1 each							
Cauliflower	1455	9-12	½ cup							
Cucumber Slices	1483	9-12	½ cup							
Fruit Salad CHP	84783	9-12	½ cup							
Milk, 1 %	82071	9-12	1 each							
Milk, Skim	82089	9-12	1 each							
Milk, Skim, Chocolate	82086	9-12	1 each							

NOTE: All foods, including condiments and milk, must be included daily.
 *Portion size: must be same as planned. Use separate line if adjusted for age.
 **Amount of food used based on USDA Food Buying Guide or USDA recipe.

Completing the Sample Production Record

1. Site: Name of the site (school) where the menu is served and/or prepared.
2. Meal Date: Record the date the menu is served and/or prepared.
3. Menu: List the food items that make the meal reimbursable.
4. Food Item and Form Used: The same food items listed on the menu in number three should be described in more detail. For example, peaches would be listed as *sliced in light syrup*; chicken nuggets would be listed as *breaded and baked*. Listing food item and form information is the first step in effectively communicating the menu to the staff. Listing all food items offered, including condiments, is important for future monitoring by the state agency.
5. Recipe or Product (name or number): This accurately identifies a specific recipe or food item to be used. It is critical to specify exact recipes and products. If the preparer or server uses a different recipe or product than indicated by the menu planner, the food provided to students may not necessarily meet the nutrient standard or meal requirements as planned.
 - Recipe refers to USDA recipes or locally-developed recipes. For example, cherry cobbler could be recorded as USDA C-6. Locally developed recipes can be referred to with a number code or by recipe name. The product name and number refers to processed foods. This number would be obtained from the manufacturer such as Prairie Product #1245. A product information sheet should be on file containing the nutrition information of the product. Generic items such as milk, peaches, and pickles do not require a product number because these types of items are available in the USDA-approved software database.
6. Grade Group: List the grade group(s) of the students for which the menu is planned. Schools may serve multiple grade groups. The Food Based Menu Planning approach includes the following grade groupings: K-5, 6-8 and 9-12. If the serving sizes and/or meal is different for each of the three grade groups each grade group served must be listed separately. For grades K-5 and 6-8 they could use the same menu and meet both meal pattern requirements and could therefore be labeled K-8.
7. Portion Size (number, weight, quantity): This information is important to ensure the correct portion size is served as well as planned and prepared. Without this guide on the production sheet, the server may have no way of knowing the correct portion size for the grade group.
8. Student Projected Servings: Projects the number of servings to prepare for student reimbursable meals.
9. Total Projected Servings: This figure includes projected reimbursable student meals, adult meals, and a la carte sales of the food item. The menu planner must also forecast, or predict the approximate number of servings needed of each menu item. Projecting the number of servings is the first step in determining how much food to order, how much time to allot for preparation, and which equipment to use. In menus that offer several different selections with Offer versus Serve (OVS), it will not be necessary to plan and prepare portions of each menu item for each person. Past production records (that must be kept on file) can help accurately forecast future production and menu planning figures for all menu planning approaches.
10. Amount of Food Used (weight or quantity): Site staff must keep records to verify the planned menu was actually prepared and served. Staff should record this information in a way that is appropriate for the food item. For example, the amount of food used might be listed as 300 slices of cheese pizza, six #10 cans of peaches, ten pounds of carrots, and 50 cartons of milk.
11. Student Servings: Record the actual number of students served.
12. A la Carte Servings: Record the actual amount of the food item that was sold a la carte.
13. Adult Servings: Record the number of adult meals actually served.
14. Leftovers: Once the meal is served, site staff should record leftovers on the production records. Estimate the quantity/portions or number of servings left over from the recipes. This will assist with any revisions when the menu is served in the future.

Sample Format Production Record

Site: Abraham Lincoln Elementary School

Meal Date: January 27, 20016

Total Projected Reimbursable Lunches 175

MENU

- Salisbury Steak and Whole Wheat Roll 2 oz MMA
- OR Chicken Nuggets, BBQ Sauce 1 G/B
- Baked Potato OR Fresh Carrot Sticks 3/4 c V
- Broccoli and Cherry Tomatoes
- Low-Fat Ranch Dressing
- Cherry Cobbler ½ c F and ½ G
- Milk, Variety 8 oz fl M

Food Item and Form Used	Recipe or Product (Name and Number)	Grade Group	Portion Size* (Number/Weight/Quantity)	Student Projected Servings	Total Projected Servings	Amount of Food Used** (Weight or Quantity)	Student Servings	A la Carte Servings	Adult Servings	Leftovers
							Actual			
Meat/Meat Alternate Salisbury Steak Chicken Nuggets	D-33 PC (List ICS Bulletin number if available)	K-5	1 ea/2 oz 5 ea/2oz	50 115	75 130	220 serv 76¼ lb	42 108		22 15	11 serv 1¾ lb
Vegetable/Fruit Baked Potato, 5 oz, 1/25 Carrot Sticks, pre-cut Broccoli Flowers, pre-cut Tomatoes, cherry, fresh Cherry Cobbler		K-5	1 ea/3/4 c ¼ c ¼ c ¼ c	150 135 135 135	165 150 150 150	165 ea 6 lb 3 lb 7 lb	145 125 105 115		10 5 5 5	10 ea ¾ lb ¾ lb 1 lb
	C-6		1 square/ 0.5 oz grain 25 serv/pan	175	200	8 pans	152		15	---
Grains/Breads Whole-Wheat Roll	Brand X	K-5	1 ea/1.25oz eq	150	175	175 rolls	138		10	27 ea
Other BBQ Sauce Low-Fat Ranch Dressing	Brand Z Brand Q	K-5	Portion pack/ 2 ea Portion pack/ 1 ea	300 150	310 175	310 ea 175 ea	290 148		5 10	10 ea 17 ea
Milk: Variety		K-5	½ pt	145	200	200 (½ pt)	140	40	5	15 (½ pt)

NOTE: All foods, including condiments and milk, must be included daily.

*Portion size: Must be same as planned. Use separate line if adjusted for age.

**Amount of food used: Based on *USDA Food Buying Guide* or USDA recipe.