

MIDDLE SCHOOL INSTRUCTIONAL FORM

AREA: Food and Nutrition Services

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I. PROGRAM PHILOSOPHY

Food and Nutrition Services helps students succeed by providing health meals and friendly service. School meals today meet the USDA Dietary Guidelines. 9Students who are properly nourished perform better in the classroom, have better attendance, and are less disruptive. Menu choices, nutrition education, promotions, and dining experiences are designed to help students develop healthy habits for a lifetime.

The Food and Nutrition Services dining facilities should be physically comfortable and aesthetically inviting.

II. PROGRAM GOALS

Food and Nutrition Services is an integral part of the total school program. As such, it is concerned with all aspects of health, guidance, and activity programs of the school and community.

The Food and Nutrition Services Program shall:

1. Provide wholesome, safe, and nutritionally adequate meals to both students and staff whenever and wherever needed.
2. Provide learning opportunities in nutrition education and create an environment conducive to acceptable social interaction with peer groups.
3. Provide services to meet community needs created by natural disasters.
4. Provide a focal point for group meetings of various sizes involving food service and / or other instructional or community purposes in accordance with the overall philosophy of the school district.
5. Utilize technology to improve effectiveness and conserve resources.

III. PROGRAM ACTIVITIES

1. Self-contained kitchen (one that prepares and serves food on the premises.)

Providing all food offerings necessary to meet the total nutritional needs of the student body, faculty, and other groups (school related and community) in accordance with the philosophy of the school district and administration.

a. Receiving and refuse activities include:

1. The unloading of food and non-food products for Food and Nutrition Services from district and commercial trucks, and conveyances via hood trucks and warehouse floats.
2. Receiving products and checking invoices for accuracy of quantity and specified quality.
3. Receiving area activities may involve the receiving of other school plant supplies.
4. Refuse activities include the washing and storing of garbage cans and the storage and collection of recyclables.

b. Storing activities include:

1. Storage activities include the storage of dry consumable food products, refrigerated / frozen products in commercial refrigerators, coolers, and freezers.

2. Storage of products will be in case lots, bulk packaging, and broken case lots on free standing shelving and portable, palletized storage and / or dunnage racks.
 3. Non-consumable supplies, e.g. cleaning chemicals and paper storage, are to be treated as a separate entity and stored separately from food items.
 4. Freezer and cooler units have been moved to the outside of facilities to provide a more efficient preparation area.
 5. Storage areas should hold approximately 7 - 10 days of product.
- c. Preparation activities shall include:**
1. The total processing of food products for serving. This processing includes baking, cooking, raw vegetable and fruit preparation, as well as the cleaning of the areas, equipment, and utensils involved in the processes.
 2. Proper personal hygiene with essential handwashing is part of each work station.
- d. Holding activities shall include;**
1. The total process of holding food products for serving. This includes in proofing / holding cabinets as well as holding steamers and combination ovens.
 2. Holding areas should have adequate equipment to hold required temperature of food and sufficient quantities to meet the building size.
- e. Serving activities shall include:**
1. The attractive display of the various food offerings for a complete meal with choices and choices of individual menu items on cafeteria serving counters for both hot and cold food items and replenishing of these items as needed.
- f. Meal accountability shall include:**
1. The computerized point of sale terminals shall be located after meal service and before entering the dining areas.
- g. Dining activities shall include:**
1. The students shall proceed from serving into the dining space, sub-divided into two or more smaller spaces.
 2. Consideration is given for the utilization of the dining area for multi-activities, as feasible.
- h. Office activities shall include:**
1. The computerized recordkeeping, work scheduling, administration, and personnel consultation.
- i. Toilet and locker activities shall include:**
1. The changing and storage of clothing and personal items, body functions, and personal sanitation for both sexes.

IV. ORGANIZATIONAL NOMENCLATURE

Student Capacity Per Period:	500
Total No. of Pupils Served Per Day:	1200
Percent of Total School:	100 %
Time Per Day Student Participates in Program:	30 minutes

V. INNOVATIONS, EXPERIMENTAL IDEAS, OTHER PLANNED USES

1. Install power wash sinks as a more effective and efficient use of labor time.
2. Continue to review equipment in the areas of energy, water, and maintenance utilizing life cycle costing.

VI. SQUARE FOOTAGE CHANGES

N/A

VII. PROGRAM FACILITIES LIST

FISH CODE	NO. OF AREAS	DESCRIPTION OF AREA	N O . OF STUDENTS PER AREA	NET SQ. FT. PER UNIT	NET SQ. FT. TOTAL
	1	Dining (Student)	276	10.5	2896
	1	Dining (Faculty/Lounge)			483
	2	Staff Toilets		(35)	(70)
		Kitchen to include:			3186
		Preparation Area			(1804)
		Walk-in Refrigerator and Freezer	outside		0
		Serving Area			
		Dry Goods Storage Area			(243)
		Paper Storage Area			(280)
		Refuse Storage			140
		Janitorial Area			(28)
		Chemical Storage and Laundry Area			(35)
		Toilets and Locker Areas			(132)
		Managers Office			(126)
		Totals			

FOOD SERVICES

