Example – Master Production Record

Lunch Production Record

School: Name of School

Circle Day of Week

Date: S   M   T   W   R   F   S

Attachment K-2

Year: 20XX-XX

Offer Versus Serve

Yes **X** No _____

Grades: **All**

Per Grade Range

Planned Number of:		Cooking Temp/Time	# Planned for K-5 ____	# Planned for 6-8 ____	# Planned for 9-12 ____	# for Pre-K ____	Vegetable Subgroups Key *
Student Lunches _____							
Adult Lunches _____							
Menu — List Entrée Choices First							
Deli Sandwich			1 each	1 each	1 each		
Chef Salad			1 each	1 each	1 each		
Fruit/Veggie Bar			1 each	→	→		
Milk			1 each	→	→		

MEAL PATTERN

Planned # Portions/Serving Size by Grade Group

Vegetable Servings
Today   Veg Key
K-5 _____   _____
6-8 _____   _____
9-12 _____   _____

Grain Requirements
Today   Week
K-5 _____   _____
6-8 _____   _____
9-12 _____   _____

Mt/Mt Alt Requirements
Today   Week
K-5 _____   _____
6-8 _____   _____
9-12 _____   _____

* Component Key for Vegetable Subgroup and Required Weekly Serving Size
[**RO** = Red/Orange (K-8: ¾ cup) (9-12: 1¼ cup)]   [**DG** = Dark Green   **BP** = Beans   **S** = Starchy (K-12: ½ cup of each one)]   [**O**=Other K-8: ½ cup & 9-12: ¾ cup]

Food Items Used and Form	Indicate if: School Recipe (SR) or Product Brand/Number or Commodity (C)	Total Amount Prepared: Record Number of Servings or Pounds	Record # of Seconds/A la Carte Sold Yes __ No __	Amount Leftover
Meat/Meat Alternate				
_____ **Sandwich**	**S.R.**			
Chef Salad	**S. R.**			
Grains – Indicate if Whole Grain (WG)				
Fruits				
F/V Bar - See MDF				
Vegetables				
F/V Bar - See MDF				
Milk				
Skim Chocolate	**Hiland**			
1% White				
Other (e.g. margarine, condiments)				

_____ Students + _____ Adults + _____ Food Service Staff = _____ Actual Count of Meals Served