

MANAGER'S WEBINAR TRACK:
**RECOGNIZING A
REIMBURSABLE MEAL
AT THE POINT OF
SERVICE**

Learning Code: 2310

Training Length: 30 minutes

Arizona Department of Education
August 9, 2017
1:30pm-2:00pm

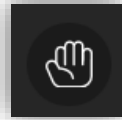


Instructions for Blackboard



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RAISE YOUR HAND

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Click on this icon to adjust the settings for notifications (when people enter/leave or when chat messages are sent).

Hello! Nice to meet you.

My name is Emily Thege. I am a trainer and a School Nutrition Specialist at the Arizona Department of Education.

Contact us at:

- ADESchoolNutrition@azed.gov
- (602) 542-8700



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The webinar series: Manager's Track is designed to review key topics for managers that operate the National School Lunch and School Breakfast Programs.

Today's webinar features the topic recognizing a reimbursable meal at the point of service (POS). This webinar will only review what a reimbursable meal is at lunch meal service.

This webinar will be recorded for future use.

Agenda

We will review the following topics in today's webinar.

1. Definitions
2. Recognizing a Reimbursable Meal at Lunch
 - a. Serve Only
 - b. Offer Versus Serve
3. Staff Resources

1.

DEFINITIONS



Definitions

Reimbursable Meal

Meal that can be counted and claimed for reimbursement due to having all required food components.

Point of Service (POS)

Point in the food service operation where a determination can accurately be made that a reimbursable free, reduced-price or paid lunch has been served to an eligible child.

Offer Versus Serve (OVS)

OVS allows students to decline some of the food components offered in a reimbursable lunch. The goals of OVS are to reduce food waste and to permit students to choose the foods they want to eat.

Serve Only

Serve Only requires students to take all five components that are offered in a reimbursable lunch.

Definitions

Food Component

One of five food groups that comprise reimbursable lunches. These are meats/meat alternates, grains, fruits, vegetables, and fluid milk. Schools must always offer all five food components in at least the minimum required quantities.

Food Item

A specific food offered within the five food components.



For example, a hamburger patty on a bun is one food item with two of the five food components (meat/meat alternate and grain).

2.

RECOGNIZING A REIMBURSABLE MEAL

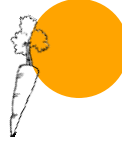


Let's review the five food components



Fruit

This includes all fresh, dried and canned fruit. On your serving line you may see: whole apples, sliced oranges, apple sauce, raisins, fruit cocktail, etc. Note, 100% fruit juice also counts as a fruit.



Vegetable

Vegetables could be offered as a hot side, such as baked beans or steamed broccoli. You may also see a variety on your salad bars like sliced cucumbers or lettuce. Additionally, vegetables can count within an entrée, like pasta sauce.



Milk

This component is only fluid milk. On the serving line, it will most likely be packaged in a milk carton.



Grain

Grains comes in all shapes and sizes. On your menu, grains could be pasta, dinner rolls, croutons, corn chips, taco shells, rice, buns, etc. It can also be within a food item, like the crust of a pizza.



Meat/Meat Alternate

This component consists of meats like chicken, deli turkey, hamburger, etc. It can also contains meat alternates like eggs, peanut butter, beans, and cheese.

Meal Service

Meal Service Options

School Food Authorities (SFAs) have the option to operate their meal service as Serve Only or Offer Versus Serve (OVS) at each participating site.

Regardless if the site is Serve Only or OVS, the staff must prepare all 5 components in their required serving size for the applicable age/grade groups.

So what's the difference? What the children select!

Schools who operate Serve Only *will only* count reimbursable meals if the student selects **all five components** on their tray.

Schools who operate OVS *can* count reimbursable meals if the student selects a **minimum of three components**, one of them being a ½ cup of fruit or vegetable. Since it is a minimum of three components, a reimbursable meal could also be four components, one of them being a fruit or vegetable; and lastly, a reimbursable meal could be all five components.

Staff Training

Counting Components

When a student arrives at the point of service, the staff member should be instructed to look at the tray and count the number of components.

Serve Only: the staff member must count **all five components** on the child's tray.

OVS: the staff member must count **at least three components**, **one** of them being at least a ½ cup of **fruit or vegetable**.

Combination Items

Counting Components

Often, your menus will have one food item that contains more than one component.

For example, a hamburger is one food item that has two components: grain and meat/meat alternate.



Combination items can be confusing for staff since it will look like there is not enough food on the tray. It will be important that staff understand the difference between food items and food components.

For example, this tray has four items, but contains all five food components.

Clarification

Offering Choices within Components is Not OVS

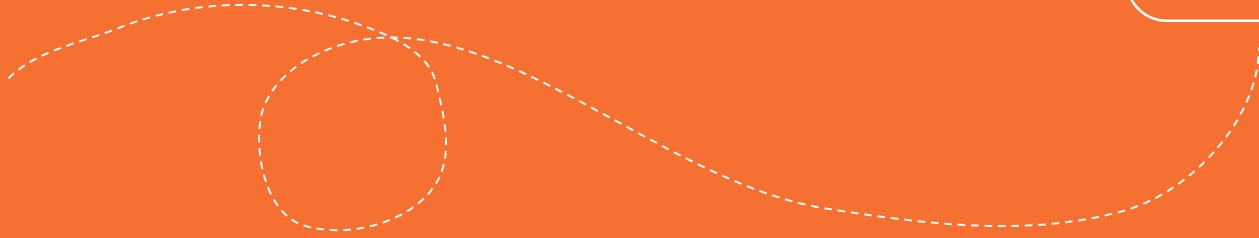
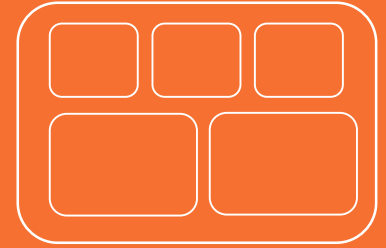
A school operating Serve Only may offer choices within food components. A student would still need to select one of the options so that the component is on their tray in the minimum required amount at the POS.

For example, the meal pattern requires menu planners to offer two choices of milk. For this example, a menu planner offered fat free chocolate and fat free plain.

For Serve Only, the student would have to take a milk, but can choose to take either the fat free chocolate or fat free plain. The child does not take both milks.

If this school was Offer Versus Serve, the student would not have to take any milk as long as they chose at least three other food components.

Another scenario of this occurring would be if a school operating Serve Only offered a salad bar to students. The student would need to select at least $\frac{1}{4}$ cup of vegetable off of the salad bar, and not have to take each vegetable offered.



SERVE ONLY

The following slides will review what is required for a reimbursable meal when using Serve Only meal service at lunch.

Overview

Serve Only

Serve Only requires students to take all five components that are offered in a reimbursable lunch. The student for a K-8* menu must take at least 1 cup of milk, ½ cup of fruit, ¾ cup of vegetable, 1 serving of grain and 1 serving of meat/meat alternate.

Menu:

Chicken Nuggets

Dinner Roll

Peas

Apple

Choice of milk:

Fat free chocolate or fat free plain



**Grades 9-12 are required to operate OVS unless approved by the Arizona Department of Education. If your 9-12 menu was approved, a student must take at least 1 cup of milk, 1 cup of fruit, 1 cup of vegetable, 2 servings of grain and 2 servings of meat/meat alternate.*

Staff Training

Serve Only and Staff Training

ADE recommends that you *do not* train staff that Serve Only means students must take everything that is offered. In the scenario below, students do not take both milk choices.

Menu:

Chicken Nuggets

Dinner Roll

Peas

Apple

Choice of milk:

Fat free chocolate or fat free plain

At the POS, staff would see either Tray #1 or Tray #2.

Tray #1



Tray #2



Staff Training

Serve Only and Staff Training

ADE recommends that you *do* train staff that Serve Only means all five components; rather than training staff to look for five items on the tray.

The following slides will review reimbursable trays for Serve Only with less than five items on the tray, but all five components.

Serve Only and Combination Items

Serve Only and Combination Items

If a combination item is offered, there may only be four items on the tray, but still all five components. Again, Serve Only requires students to take all five components that are offered in a reimbursable lunch.

Menu:

Hamburger

Cucumbers

Apple

Choice of milk:

Fat free chocolate or fat free plain



Serve Only and Combination Items

Serve Only and Combination Items

With this combination item, there will only be three items on the tray, but still all five components. **Recipe would document that there is enough marinara sauce to support the vegetable component (3/4 cup)*

Menu:

*Spaghetti with marinara and meatballs

Pear

Choice of milk:

Fat free chocolate or fat free plain





Let's Practice!

Is this a
reimbursable
meal for Serve
Only?



*Together, two beef tacos have
1/8 cup of vegetables.*

Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



*Pizza has 1/8 cup of marinara
sauce.*

Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



*Beef and Cheese Enchilada,
sauce counts as 1/8 cup of
vegetable.*

Is this a
reimbursable
meal for Serve
Only?



*Pizza has 1/8 cup of marinara
sauce.*

Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



*Together, two beef tacos have
1/8 cup of vegetables.*

Is this a
reimbursable
meal for Serve
Only?



*Spaghetti and meatballs has 3/4
cup of marinara sauce.*

Is this a
reimbursable
meal for Serve
Only?

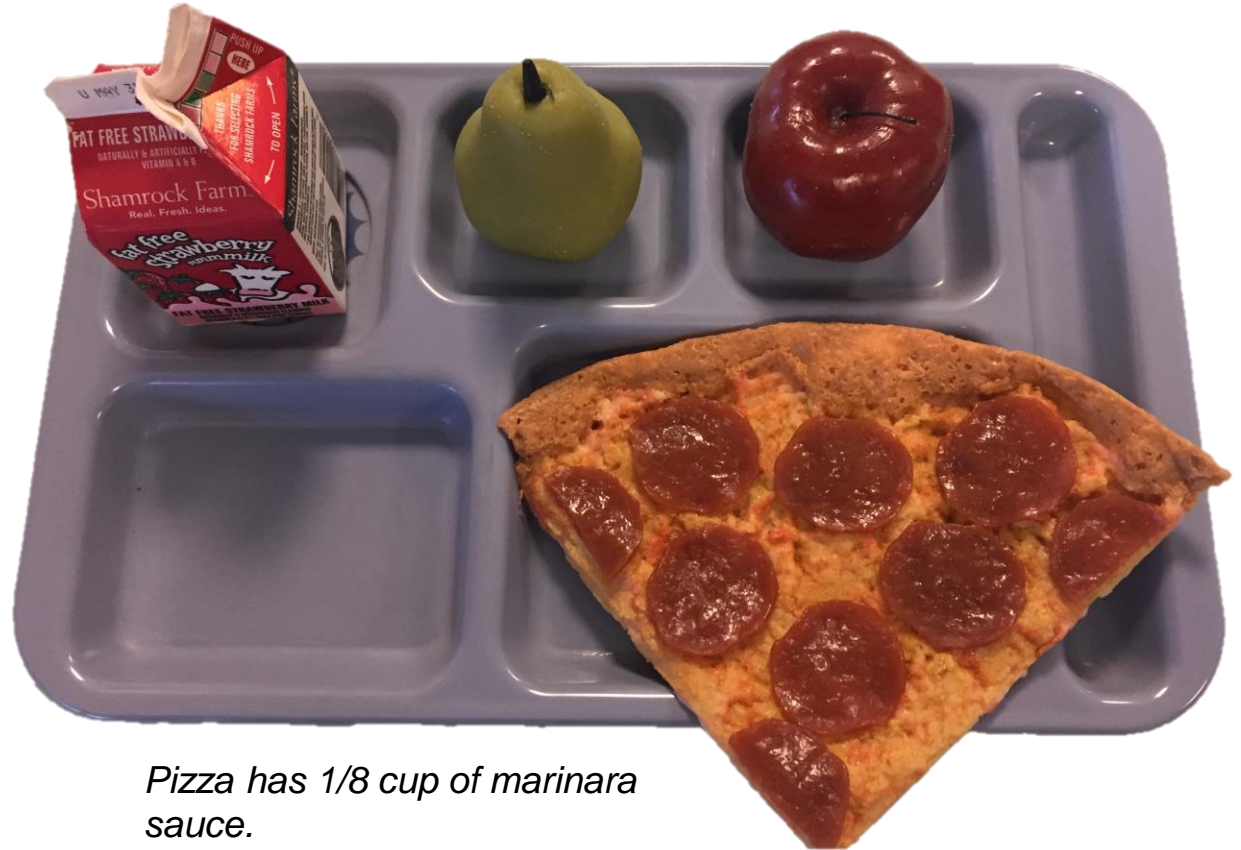


*Pizza has 1/8 cup of marinara
sauce.*

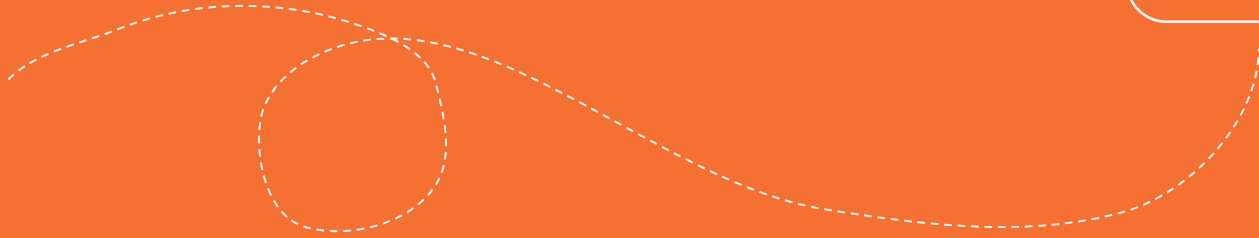
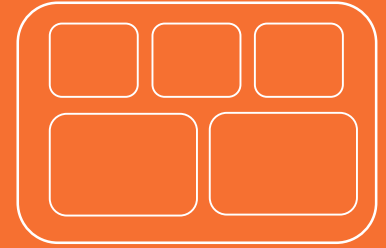
Is this a
reimbursable
meal for Serve
Only?



Is this a
reimbursable
meal for Serve
Only?



*Pizza has 1/8 cup of marinara
sauce.*



OFFER VS. SERVE

The following slides will review what is required for a reimbursable meal when using Offer versus Serve meal service at lunch.

Overview

Offer Versus Serve (OVS)

OVS allows students to decline some of the food offered in a reimbursable lunch. The goals of OVS are to reduce food waste and to permit students to choose the foods they want to eat. This is an option for grades K-8 and is required for grades 9-12.

At minimum, students must select at least three components, one of the components must be at least $\frac{1}{2}$ cup of fruit or vegetable. This applies for grades K-12.

Menu:

Chicken Nuggets

Dinner Roll

Green Peas

Apple

Choice of milk:

Fat free chocolate or fat free plain



Overview

Offer Versus Serve (OVS)

Even though OVS allows students the *ability to decline* food components, students do not have to decline and could still take all 5 components.

Menu:

Chicken Nuggets

Dinner Roll

Green Peas

Apple

Choice of milk:

Fat free chocolate or fat free plain



Overview

Offer Versus Serve (OVS) and $\frac{1}{2}$ cup fruit or vegetable

At minimum, students must select at least three components, one of the components must be a $\frac{1}{2}$ cup of fruit or vegetable. This can be $\frac{1}{2}$ cup of fruit, $\frac{1}{2}$ cup of vegetable or $\frac{1}{4}$ cup of fruit + $\frac{1}{4}$ cup of vegetable.

Depending how the food is offered, this may be a challenge for staff to determine if the student has selected *enough of the fruit or vegetable* to count as a component.

For example, if vegetables are offered as part of a self-serve salad/fruit bar, the staff will need to be familiar with how many strawberries are a $\frac{1}{2}$ cup.



Staff Training

OVS and Staff Training

ADE recommends that you *do not* train staff that OVS means there will be three items on the tray, one being a fruit or vegetable. With a combination item, there will only be two items on the tray, but still three components.

Menu:

Hot dog

Carrots

Strawberries

Choice of milk:

Fat free chocolate or fat free plain



Staff Training

Offer Versus Serve and Staff Training

ADE recommends that you *do* train staff that Offer Versus Serve means at minimum three components; one being at least a ½ cup of fruit and/or vegetable.

Ask staff:

- (1) How many components are on the tray?
- (2) Is there at least a ½ cup of fruit and/or vegetable?

Other recommendations/thoughts to consider:

- Role play with staff of how a child is able to select items from the lunch line. For example, does the child select an entrée first?
- Review with staff where the child is able to select their fruit and vegetable servings.
- Let staff know if the fruit and vegetables are pre-portioned into ½ cups or if staff needs to be trained on identifying “how much” is a ½ cup.



Let's Practice!

Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



*Together, two beef tacos have
1/8 cup of vegetables.*

Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



*Together, two beef tacos have
1/8 cup of vegetables.*

Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



*Pizza has 1/8 cup of marinara
sauce.*

Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



*Together, two beef tacos have
1/8 cup of vegetables.*

Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



*Pizza has 1/8 cup of marinara
sauce.*

Is this a
reimbursable
meal for OVS?



Is this a
reimbursable
meal for OVS?



*Pizza has 1/8 cup of marinara
sauce.*

Is this a
reimbursable
meal for OVS?



*Strawberries shown are ¼ cup
of fruit. Pepper slices shown are
¼ cup vegetable.*

Is this a
reimbursable
meal for OVS?



*Lettuce and tomato shown are
each 1/8 cup of vegetable,
totally 1/4 cup.*

Is this a
reimbursable
meal for OVS?



*Spaghetti and meatballs has 3/4
cup of marinara sauce.*

3.

STAFF RESOURCES



Online Resources

Meal or No Meal

Online training in game format



Manual

USDA's Offer Versus Serve Manual



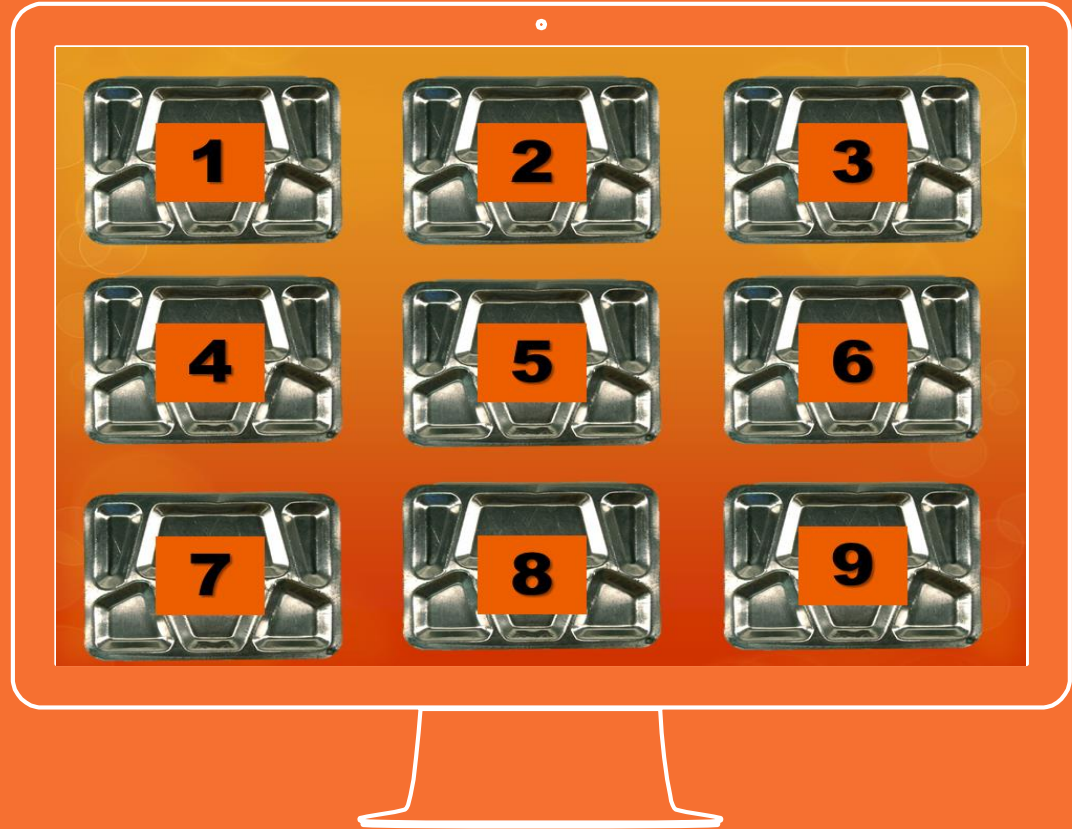
This webinar

Will be recorded and slides will be available



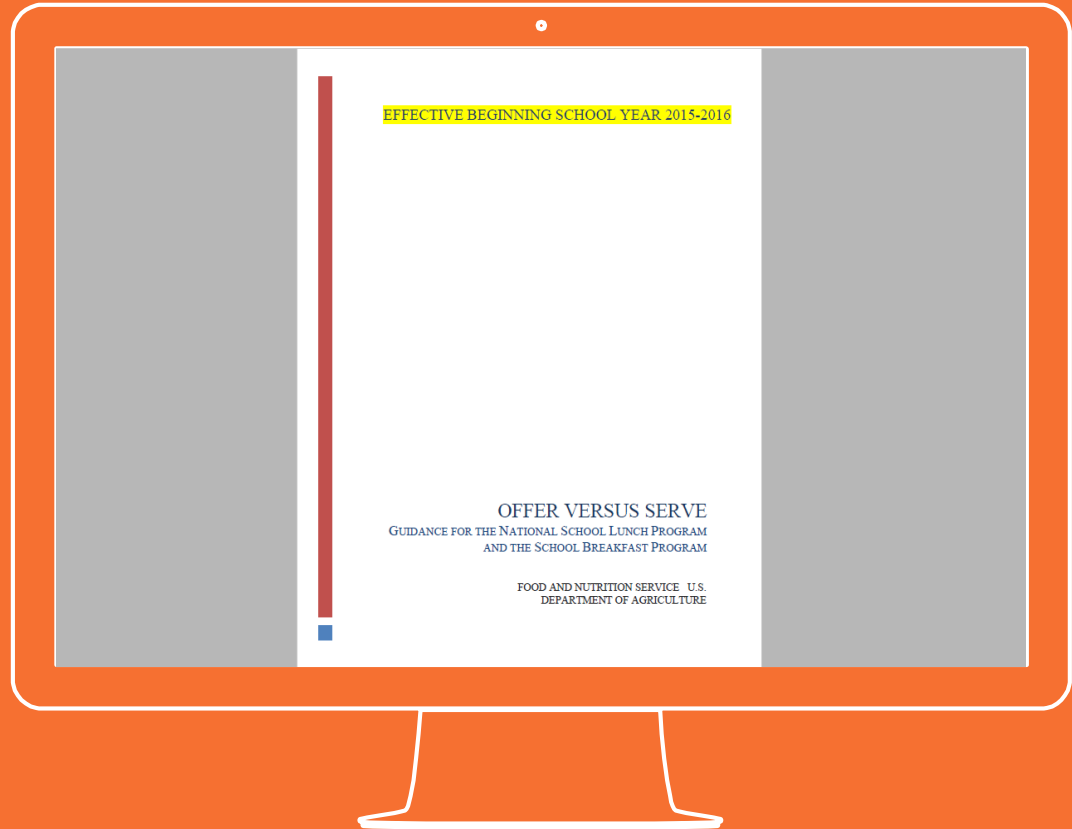
Meal or No Meal

In game format, attendees will be provided 9 different trays in which they must identify if the tray is reimbursable for lunch for Offer vs. Serve. Training can be completed by single user or used by a facilitator in a group training.



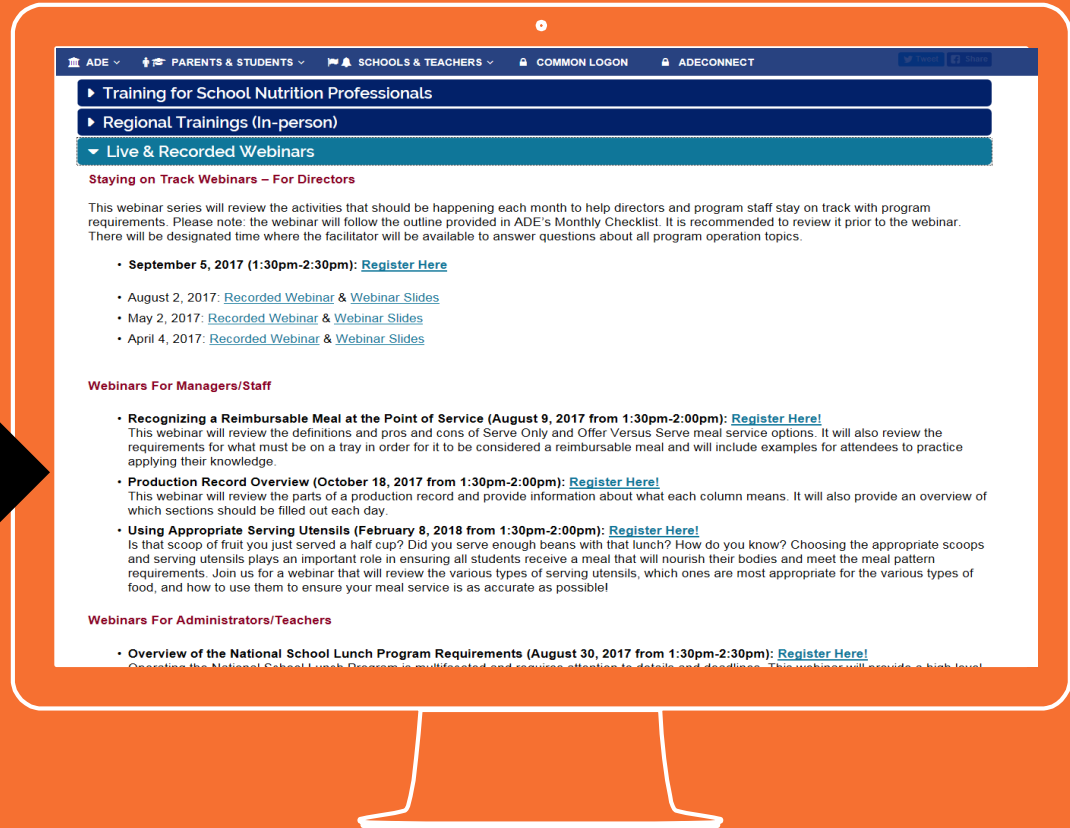
USDA's Offer Versus Serve Manual

USDA has released an Offer Versus Serve manual that reviews the definitions of OVS and how to implement OVS at Lunch and Breakfast.



This Webinar!

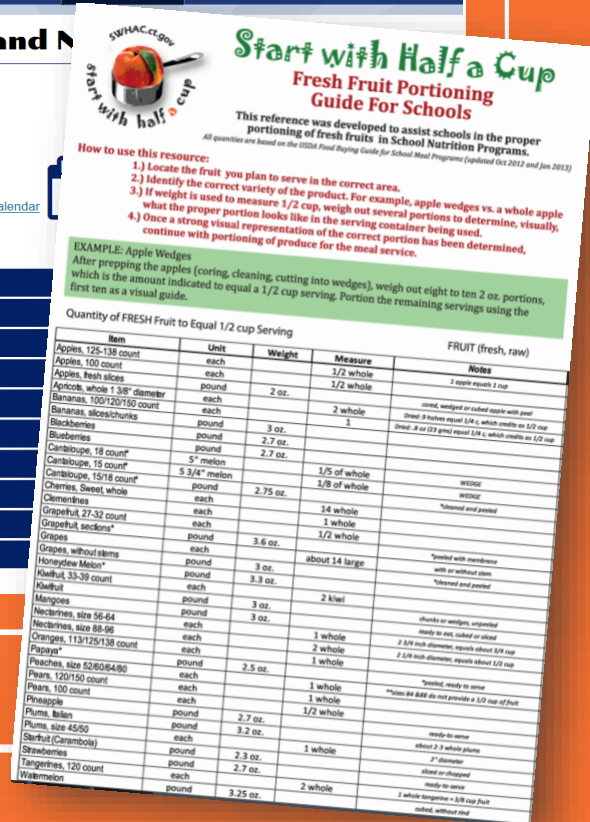
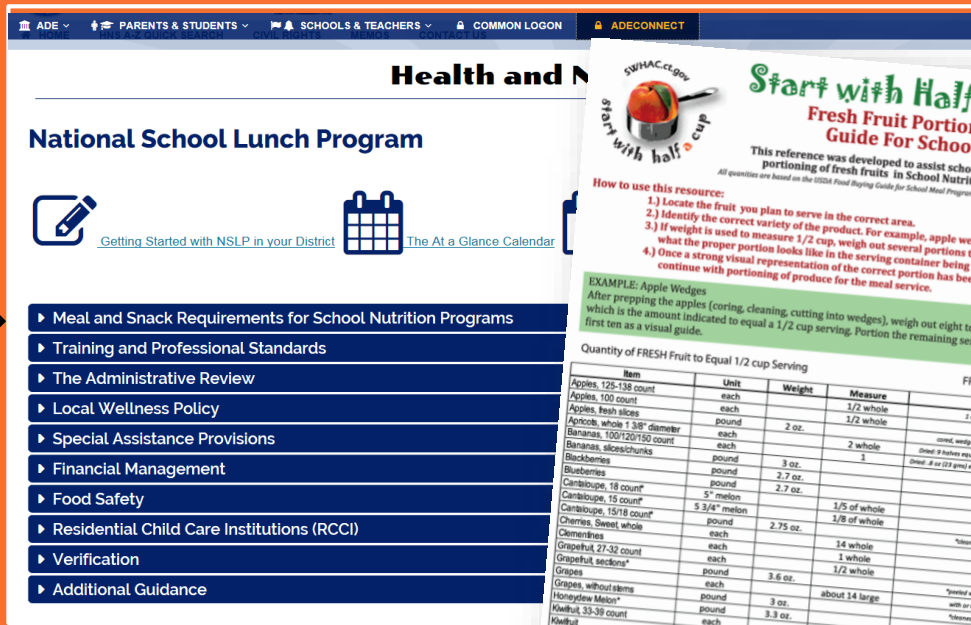
This webinar has been recorded for future use. You can replay this webinar as often as needed. Access the recorded webinar on the ADE Website: Training and Professional Standards.



Fresh Fruit and Vegetable Portion Guide

These guides are available on the ADE website under Meal and Snack Requirements.

The guides were created by the Connecticut Department of Education in collaboration with their committee, Start with Half a Cup.





Thank you very much for your time

You will receive a link to complete your evaluation of this training. The link will be emailed to the account used to register for this training. After completing the survey, you can print a certificate of completion to file for purposes of Professional Standards.

Any questions?

Please type them now into the chat bar now.





Answer Key

Serve Only

Slide 22: Yes

Slide 23: No, missing grain

Slide 24: No, missing vegetable

Slide 25: Yes

Slide 26: No, missing milk and fruit

Slide 27: No, missing fruit and vegetable

Slide 28: Yes

Slide 29: No, missing fruit

Slide 30: No, missing meat/meat alternate and milk

Slide 31: No, missing fruit and vegetable

Slide 31: Yes

Slide 32: No, missing fruit and vegetable

Slide 33: No, missing fruit

Slide 34: No, missing vegetable

Slide 35: Yes

Slide 36: Yes

Slide 37: Yes

Slide 38: No, missing grain

Slide 39: No, missing vegetable



Answer Key

Offer Versus Serve

Slide 47: No, missing a ½ cup of fruit or vegetable

Slide 48: Yes

Slide 49: Yes

Slide 50: Yes

Slide 51: No, missing a ½ cup of fruit or vegetable

Slide 52: Yes

Slide 53: Yes

Slide 54: Yes

Slide 55: No, missing a ½ cup of fruit or vegetable

Slide 56: No, missing a ½ cup of fruit or vegetable

Slide 57: Yes

Slide 58: Yes

Slide 59: Yes

Slide 60: No, missing a ½ cup of fruit or vegetable

Slide 61: Yes

Slide 62: No, only two components

Slide 63: Yes

Slide 64: Yes (¼ cup of fruit + ¼ cup vegetable= ½ cup of fruit/vegetable requirement)

Slide 65: No, missing a ½ cup of fruit or vegetable

Slide 66: Yes

Congratulations!

You have completed the ***Recorded Webinar: Recognizing a Reimbursable Meal at the Point of Service.***

To request a certificate, please go to the next slide.

In order to count this training toward your Professional Standards training hours, the training content must align with your job duties.

Information to include when documenting this training for Professional Standards:

- Training Title: ***Recorded Webinar: Recognizing a Reimbursable Meal at the Point of Service***
- Learning Codes: 2310
- Key Area: 2000-Operations
- Length: 30 minutes

Please Note:

- *Attendees must document the amount of training hours indicated regardless of the amount of time it takes to complete it.*
- *This recorded webinar is a non-interactive activity, which may count toward no more than two hours of annual training.*



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Certificate**

Requesting a Training Certificate

Please click on the link below to complete a brief survey about this webinar. Once the survey is complete, you will be able to print your certificate of completion from Survey Monkey. **This will not appear in your Event Management System (EMS) Account.*

<https://www.surveymonkey.com/r/RecordedWebinarOnlineSurvey>

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- ▬ Training Title: ***Recorded Webinar: Recognizing a Reimbursable Meal at the Point of Service***
- ▬ Professional Standards Learning Codes: **2310**