

Menu Review Tool Instructions

General comments:

- For combination foods (i.e. cheese pizza, tacos, chicken soup, arroz con pollo), it can sometimes be helpful to write out the ingredients in these foods so that you know what to count them under
 - o Chicken soup = noodles, chicken, vegetables

Protein

Breaded meats

- Includes breaded poultry and fish only
- Does not include items such as corndogs or chicken-fried steak
- Examples (most popular items) = chicken nuggets, chicken tenders, sweet and sour chicken, fish sticks
- Sometimes the menu does not specify whether the meat is breaded (i.e. "teriyaki chicken tenders") → assume that meats with "chicken tenders" in their name are breaded

Non-breaded fish and poultry

- Assume "lunchmeat" not otherwise specified is turkey and include in this section
- This includes items like turkey meatloaf and other typical "beef" products made from ground turkey or chicken EXCEPT "turkey ham" or other processed meats

Red and Processed Meats

- Includes beef, pork, veal, etc AND processed meats (ham, "turkey ham," roast beef, bologna)
- If menu does not specify the type of meat the product is made from (i.e. meatballs, meatloaf, hamburger, etc), assume the most common form of the item

Vegetarian Options and Beans

- Very few menus include beans, peanut butter, or vegetarian/soy products
- There have been a few menus with "soy butter" – place in peanut butter category (not soy/meat alternative category)
- Only include these options if the menu explicitly states such (i.e. do not include beans on "taco" day unless the menu specifies beans)

Cheese

Cheese

- Includes cheese served plain, cheese in products (cheese pizza, tortellini, tacos), cream cheese, and cottage cheese
- Most of the time you will be writing 888's for cheese products because the menus RARELY specify whether a low-fat cheese product is being served
- Do not assume anything about fat content in cheeses (including cream cheese)
- Sometimes you will be able to fill in "breakfast" or "snack" categories with real numbers (not 888) but you do not know the fat content of lunch cheese and must write 888 – that's ok

Baked Goods and Chips

Baked goods/fruit breads

- Includes French toast, waffles, pancakes, raisin bread, cinnamon toast, corn bread, all muffins (regardless of flavor) - BASICALLY, includes sweet bread products with added sugar

- Also includes granola bars, pop-tarts, cookies (cakes go into preceding category), animal crackers, graham crackers (i.e. sweet snack items)
- Does NOT include dinner rolls, garlic bread, tortillas, etc. (i.e. savory breads)

Potato Chips

- Includes potato chips, fritos, other fried chip products
- Does NOT include tortilla chips even if they are fried

Baked and Tortilla Chips

- Includes baked chips, tortilla chips, pretzels, rice cakes, popcorn, chex-mix, pretzel goldfish
- Does NOT include cheesy goldfish or other cracker-like snacks

Fried Potato Products

- Includes fries, hashbrowns, tater tots, curly fries
- Sometimes fries are written as “potato smiles” or “potato munchies” – these are fries just with a jazzed up name

Beverages and Milk/Yogurt

Fruit Juices (not 100%)

- Includes cranberry juice, fruit punch, and other juices EXCEPT apple, orange, grape, and pineapple – assume all other juices are NOT 100% unless specified

Iced tea, sports drinks, soda – I haven’t seen any of these

Unflavored and Flavored Yogurt

- Some menus don’t specify the flavor of yogurt – in these cases, assume that the yogurt is flavored UNLESS the menu specifies PLAIN
- Vanilla yogurt is flavored

Milk

- If the menu does not specify fat content of milk, mark 888’s on all categories (skim, 1%, 2%, and whole)
- Low-fat milk = 1%, Reduced-fat milk=2%
- Assume milk is unflavored, unless the menu specifies a flavor
- After completing this section, turn to the last page and indicate whether milk fat-content was specified

Bread, Grains, and Crackers

Bread

- Includes all plain bread (i.e. toast, sandwich bread), dinner rolls, garlic bread, tortillas, breads in combination foods (i.e. cheese pizza, grilled cheese) (i.e. savory breads)
- Does NOT include corn bread, raisin bread, French toast, cinnamon toast (i.e. sweet breads) or cracker products
- Do not assume grain content of breads – must specify whole-grain or white
- You must know the “wholegrain” content of ALL bread products in order to mark a number in the bread product category (i.e. if you know that bread on one day was whole wheat but the next day just says “dinner roll” then you must mark 888 for wholegrain, partially wholegrain, and refined categories)
- Wheat bread may or may not be wholegrain – mark as 888
- Basically, look for bread products with “whole” in their name
- Note: writing out the bread products can sometimes be helpful

- After completing this section, turn to the last page and indicate whether breads were marked as “wholegrain” all of the time, some of the time, or never (this allows us to pick up menus such as that given in the example above)

Pasta and Rice

- Includes plain pasta, tortellini, ravioli, plain rice, Spanish rice, arroz con pollo
- This is one of the few instances in which we assume that the grain products are refined UNLESS specified (wholegrain pasta, brown rice)
- You should NOT have to mark 888 in this section because if the product is not specified, you assume it is refined

Crackers

- Wholegrain crackers – I don’t think I’ve seen very many if any of these crackers served – basically includes WASA or crackers explicitly marked as “whole wheat” or “wholegrain”
- Refined crackers = goldfish, clubhouse crackers, other versions of cheese crackers (i.e. whales and dolphins)
- If menu specifies just “crackers,” assume they are refined

Fruits and Vegetables

Fruits

- Includes all canned and fresh fruits
- If some of the fruits are specified as being fresh but others are not, do NOT assume anything and mark 888’s for the canned and fresh sections (e.g. one day specifies “fresh fruit” but next day says “peaches,” you must mark 888)
- The only fruits you can assume as being fresh are those that do not have canned substitutions (i.e. bananas, apples, strawberries, grapes, blueberries, cantalope, oranges (not mandarin oranges)) – you can assume that these are fresh and mark as such
- The only fruits you can assume as being canned are applesauce, mandarin oranges, and fruit cocktail
- Otherwise, fruits like peaches, pears, tropical fruit mix – you must mark as 888
- After completing this section, count the number of different types of fruits served and mark in the last column. Also specify whether all, some, or none of the fruits were specified as fresh or canned (this allows us to pick up menus such as that sometimes specify canned vs. fresh in the example above) and whether type of fruit was specified (again, all, some, or none)
 - o Example = on a menu with “fresh fruit” on one day and “peaches” on the next day, you would specify “sometimes” for fresh vs. canned, “sometimes” for type of fruit served, and 1 for number of different types of fruits served
 - o If the menu does not specify the type of fruit served, you cannot count it in the number of fruits made available
 - In the event that the menu does not specify any of the types of fruits served, write N/A in the count box
 - o When counting the number of fruits served, this is used to discriminate between TYPES of fruits served (i.e. mandarin oranges and fresh oranges would be 1, applesauce and apples would be 1, mixed fruits (including tropical fruit mixes or fruit cocktails) would be 1
 - o If you mark “always” on these questions, make sure that you always know the source or type of every fruit served

Vegetables

- Includes all canned and fresh vegetables
- Like the fruits, don't assume anything about where the vegetables come from unless it is specified (fresh, steamed, raw, etc).
 - o The one exception is salad and lettuce/tomato which you can assume are fresh
- For most of the menus you will need to mark 888
- Lettuce and tomato on a hamburger or turkey sandwich do not count as a vegetable. However lettuce and tomato on a taco or a grinder do! (has to do with the amount the kids would actually consume)
- Once again, count the number of different TYPES of vegetables
 - o "Lettuce and tomato" are the same thing as "salad." However, if the kids have cucumbers or carrot sticks at snack, count this separately.
- Follow instructions for when to mark corn and white potatoes (should be specified on the menu review tool)
- Follow instructions above for fruits on counting number of vegetables, source, and type

Fruit Juices

- 100% juices = apple, orange, grape, and pineapple
- Fruit punch and any cranberry based juice (i.e. cranberry raspberry, cranberry apple) are not 100%
- There are a few menus that allow kids to have an option between fruit juice or whole fruit – give them the benefit of the doubt and indicate these as "fruits" not juices

Fats and Sugars

- Fats include gravy, butter, margarine
 - o Do NOT include cream cheese or any type of dressing/dip (e.g. ranch or salad dressing)
- Sugars include jam, jelly, syrup