

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

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

FRUITS AND VEGETABLES *continued*

- **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)**
 - 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
 - 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
 - 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
 - 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).
 - 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
 - “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
- Do NOT include cream cheese or any type of dressing/dip (e.g. ranch or salad dressing)
- Sugars include jam, jelly, syrup