

Parts of a Production Record

Complete daily for each meal service at each site. Include the grade groups planned for.

Recipe numbers: Menu items that are made of 2 or more foods must have a recipe. The ingredients don't need to be listed on the production record. Those should be in the recipe.

Menu Items: All menu items (including condiments) offered as part of a reimbursable meal must be listed. This includes all fruit and milk

Production Worksheet Breakfast

Site: Dry Desert Middle School

Date: 5/15/15

Grade Group: K-8

Total Reimbursable Meals	
2 nd Meals	
Adult Meals	
Total Meals	

Portion Size Per Serving- The amount of food made available to each student. Quantities must support the minimum daily required amount per component.

Recipe #	Menu Item	Portion Size per Serving	Planned Servings	Prepped Servings	Leftover Servings	Used Servings
	Waffle	1 oz eq	350	350	25	325
4347	Fruit Salad	½ cup	300	300	25	275
	Frozen Juice Cup	½ cup	100	100	15	85
	Milk Fat Free Plain	1 cup	100	100	10	90
	Milk Fat Free Chocolate	1 cup	300	300	25	275
	Condiments:					
	Syrup	1 oz ea	350	350	50	300

Planned servings – The number of servings planned ahead of meal service. This is the quantity used when completing a weighted nutrient analysis.

Prepped Servings- The actual number of servings prepared in the kitchen during meal service.

Leftover and Used Servings- Record actual servings used and leftover, then use this information to plan future meal service quantities.

