



# Serving Meals in School Buildings Reopening Call Child Nutrition Programs

Thursday, June 25, 2020

# Agenda

- Introductions
- Purpose
- Updates and guidance
- Deep dive: Eating meals in the classroom
- Peer sharing
- Q&A
- Recap and next steps

# Introductions



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## Purpose

Provide up to date information and review any new guidance available

Respond to questions submitted ahead of time

Provide a platform for peer-to-peer sharing of effective practices

Space for additional questions and answers

## Updates and Guidance

- 2020-21 school year is still very much undetermined

### Students

- All students distance learning
- Students present on alternating days/weeks (or similar)

### Meals

- Non-congregate
- Meals in classrooms
- Feeding both students present and distance learning

# Updates and Guidance

- Policy guidance for re-opening schools: coronavirus (COVID-19) recovery period
  - Based on guidance from DC Health and Centers for Disease Control and Prevention (CDC)
  - Prevention
    - Actions that schools either must take or should consider taking to protect students and staff and slow the spread of COVID-19
    - Includes a section on Meals
  - Response
    - Actions that schools must take when a student or staff member becomes sick or exposed to COVID-19
  - OSSE School Guidance Technical Assistance Plan
    - Weekly calls
    - Issuance of Q/As
    - Virtual trainings on select topics

# OSSE School Re-opening Guidance - Meals

- All adults must wear non-medical face coverings or face masks at all times while in the school building
- Allow students to eat lunch and breakfast in their classrooms rather than mixing in the cafeteria. If not possible, then stagger lunch by class and/or divide lunch and recess area by class
- Students must wash hands before and after eating, and may not share utensils, cups, or plates
- Staff must wash hands before and after preparing food, and after helping children to eat
- Tables and chairs must be cleaned and sanitized before and after the meal
- Whenever feasible, individuals must follow the 6 foot physical (social) distancing requirements while serving meals



## Deep Dive: Eating Meals in the Classroom



# Eating Meals in the Classroom

- Meals can be provided in two ways:
  - Meals delivered directly to the classroom
  - Meals served “Grab and Go” style

## Eating Meals in the Classroom: How Does it Work?

- Same as alternative breakfast serving models, but used for lunch as well
- Meals are prepped in kitchen or serving area
- Meals are delivered/picked up
- Point of Sale (POS) is taken
- Meals are eaten in the classroom
- Clean up

# Prepping Meals

Delivered to Classrooms	Grab and Go
Meals are prepped in kitchen or serving area following food safety guidelines	Meals are prepped in kitchen or serving area following food safety guidelines
Meals are packed out (ideally into bags)	Meals are packed out (ideally into bags)
Hot food with hot food, cold food with cold food	Hot food with hot food, cold food with cold food
Ensure each classroom has all meal components: Grain, Meat/Meat Alternate, Fruit, Vegetable, Milk (Two Types)	Ensure each cart has all meal components: Grain, Meat/Meat Alternate, Fruit, Vegetable, Milk (Two Types)

# Delivering Meals

## Delivered to Classrooms

- Bags are delivered to each classroom

## Grab and Go

- Grab and goes does not have to be done from a cart: gym, auditorium, cafeteria, empty classroom
- Carts are placed in predetermined locations

# Serving Meals

Delivered to Classrooms	Grab and Go
Teacher or designated staff member knows the components of a reimbursable meal	Teacher or designated staff member knows the components of a reimbursable meal
Table and chairs must be cleaned and sanitized before the meal.	Table and chairs must be cleaned and sanitized before the meal.
Teacher or designated staff member serve the meals	Teacher or designated staff member serve the meals
<i>Students are served at their desk or pick up from bags in the classroom</i>	<i>Students pick up their meal from the grab and go cart</i>

# Taking Point of Sale (POS)

Delivered to Classrooms	Grab and Go
POS is taken at time of service	POS is taken at time of service
POS can be taken by CEP check sheet, roster, electronically	POS can be taken by CEP check sheet, roster, electronically
Each <b>classroom</b> needs a POS sheet	Each <b>serving</b> location needs a POS sheet
POS documents get returned to food service staff	POS documents get returned to food service staff
Can operate Offer vs Serve (OVS) or Serve	Can operate Offer vs Serve (OVS) or Serve

# Clean Up

## Delivered to Classroom

- Students discard waste
- Tables and chairs must be cleaned after the meal
- Trash can from classroom is left in hallway and collected by custodial staff
- Designated staff brings supplied bags back to the kitchen

## Grab and Go

- Students discard waste
- Tables and chairs must be cleaned after the meal
- Trash can from classroom is left in hallway and collected by custodial staff
- Designated staff brings grab and go cart(s) back to the kitchen

# Resources

- [FRAC One Page Reopening Guide](#)
- [SNA Thought Starters on Reopening Schools for SY2020-21](#)
- [Breakfast Resource Guide](#)
  - Located in the [Breakfast Resource Folder](#)
  - Took Kits and best practices for alternative breakfast serving models
- [OSSE Annual Training](#)
  - Meal Pattern: Slides: 4-29
  - Taking POS: Slides 30-34



# Eating Meals in the Classroom

- School nutrition staff, administrators, teachers, and custodians should collaborate and use breakfast after the bell best practices to evaluate models and develop a revised plan to serve school breakfast and lunch in a way that supports access.
- Think about what is best for you school
- Remember it does not have to be an all or nothing model



# Perry Street Prep

*Kelly Smith*

# Classroom Service Meal Program



**PERRY STREET PREP** PUBLIC CHARTER SCHOOL

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# Why?



In 2016 PSP was trying to solve several problems, including:

- Lost instruction time due to poorly managed student transitions
- Chaotic cafeteria culture and frequent behavior management issues
- Students were hungry and irritable

Solutions were multi-tiered, diverse and wide-reaching. One aspect was **transitioning the way we served meals.**

# 19-20 Service Model

## Breakfast

- 405 Prek – 8<sup>th</sup> students enjoyed classroom breakfast service daily.

## Lunch

- 80 Prek students enjoy small environment alternative lunch service
- 300 K – 8<sup>th</sup> students eat in cafeteria staggered between 5 periods
- 20-30 students are served lunch in cafeteria and eat in their classrooms



# 19-20 Logistics

- Cafeteria Staff pack carts each morning to be ready by 7:45.
- Teacher (1 per grade level, rotating) retrieve cart and brings to hallway and supervises meal service.
- Students sanitize hands and take off cart or desks are prepared. (Flexible)
- Teacher's tally at point of service.
- Day Porter brings carts downstairs and changes trashcan liner following meal by 9:30am.
- Student's wipe down their work space before starting classwork.



# What we needed



- Carts (1 for every 2-3 classrooms)
- Warmer/Cooler Bags
- 10 Tally Binders
- Box of Gloves for each cart
- Hand Sanitizer for each cart
- 40 Large Trashcan
- Lots of Disinfectant wipes
- Willingness from staff and flexibility from admin
- Quality Cleaning



- Increased meal participation
- Meal Flexibility for tardy students
- Increased cleanliness and hygiene practices in classrooms
- **Increased instructional time**
- Community Building
- Reduced behavior incidents
- Opportunities for student leadership
- Student investment in caring for their learning environment

LOTS OF  
UNEXPECTED  
OUTCOMES!







**E.L. Haynes**

*Sebastien Durand*

# **E.L. Haynes Classroom Meals Program**

Thursday, June 25, 2020



# Today's Agenda

- I. **Overview of Our (Typical) Meal Service Program**
  - I. Food Travel
  - II. Meals Management Tools
  - III. Staff Support and Expectations
- II. **Planning for Meal Service during COVID Crisis**

## Our Meals Service Program

- E.L. Haynes serves approximately 4,150 meals per week including breakfast and lunch
- 70% of students qualify for Free and Reduced Priced Meals (FARM)
- Every campus has a Food Service Coordinator who is responsible for the meal distribution





## Meals Service is About More Than Food...

- E.L. Haynes believes **meal time = community building**
- During lunch teachers offer topics of conversation to **build relationships with students**
- Meal time ends with at least five minutes of quiet time to **promote mindfulness**
- Families pick-up breakfast with students as a part of **morning greeting**
- Teachers and students **share responsibility** for meal set-up and clean-up in classrooms



# **Food Travel**

# Food Travel Process: From Delivery to Students



## Delivery

Meals delivered daily by Revolution Foods  
Meals and utensils are individually packaged  
Food service staff receive, check delivery and temperatures



## Meal Prep

Meals are placed in plastic containers organized by classroom  
Each container lists: # meals requested, All components (i.e. milk, fruit), Utensils

## Distribution

Containers are delivered to classrooms by food service coordinator  
Not more than 30 minutes before lunch time



# Service

Teachers and designated students set up meals at the table of each served student

Teachers record service in SIS portal (Infinite Campus)

Students are responsible for clean up







# **Meal Service Management Tools**

# Tracking Meals in Our Student Information System

- We use one system for all programs (<https://www.infinitecampus.com/>)
- Seamless update of data throughout
- FARM (manual and online via parent portal)
- Meal service (and attendance managed by teachers)
- Edit check (food service director)



# Key Things to Consider

- A service recording system for faculty and food service team
- Large bin / class
- Heavy duty cart for distribution
- On-going communication between faculty and food service team





# **Staff Roles and Support**

# Meal Service: Staff Support and Expectations

- Our food service staff and teachers collaborate to ensure a smooth meal time
- Food service staff receive, organize, delivery, and ensure the quality of all student meals
- All teachers are trained on:
  - Food service compliance
  - Recording meal service in our SIS
  - Sanitation



# Now What?

Adapting to a new reality post-COVID crisis...

As schools re-open we have to start planning for a new meal service that promotes safety AND community:

- Sanitation and cleaning service before and after meals
- New classroom protocols
- Space set-up to ensure social distancing
- What will compliance look like?

Be Kind.

Work Hard.

Get Smart.







Q&A



# Next steps

## Guidance

- [Policy guidance for re-opening schools](#)
- Coming: Food service worker safety guidance
- Coming: Meal service guidance for re-opening

## Communication

- [Survey](#) – Preparing to serve meals in the 2020-21 school year
- Bi-weekly calls – deep dives will focus on topics requested in the survey
  - July 9th: Meal service for student's distance learning
- National School Lunch Program (NSLP) annual training – July 28 and 30, 2020
- Beyond the Tray Newsletter
- OSSE Website

## School Programs

- Elizabeth Leach
- Nigel Henley
- Alex Dobbs
- Kimberly Thompson
- Ahn Ei Sweeney
- Beth Hanna
- Elysia DiCamillo
- Sam Ullery

## Out of School Time

- Suzanne Henley
- Katrina Florek
- Monica Clark
- Erica Nelson
- Shaneka Nicole King



Thank you