



In February 2021, we hosted a BYOQ (Bring Your Own Questions) webinar. We couldn't get to all the questions during the webinar, but wanted to provide this Q&A sheet of those questions with our answers. We hope you find this helpful! You can view the webinar recording and slides [here](#).

**1. Any information on the roll back to 2012 guidelines with Sodium Target 2 in place immediately?**

- In December 2020, USDA proposed restoration of the December 12, 2018 Final Rule that was remanded in April 2020. This flexibility provide schools in the lunch and breakfast programs more time for gradual sodium reduction by retaining Sodium Target 1 through the end of school year (SY) 2023-2024, continuing to Target 2 in SY 2024-2025, and eliminating the Final Target that would have gone into effect in SY 2022-2023.
- It would be best to check with your state to ask about their timeline for rolling out Sodium Target 2. In the meantime, take a look at the weekly meal standards of your menus and see how much you will need to lower sodium to meet Target 2. Reach out to your distributors/manufacturers or search the *Health-e Pro* global ingredient database (filter by nutrients) to discover more low sodium-products.

**Ingredients** + Add Ingredient Manage Allergens \$ Update Pricing Print

Search by Title, Product Code, CN or Ingredient # Sort Order Ingredient Type Display

Title (Most Relevant) All Default No documents attached Apply Filter Reset

**Pork, fresh, composite of separable fat, with added solution, cooked**  
Last Updated: Jul 10, 2020  
Created: Mar 17, 2012

**Product Details**  
Name:  
Product Code:



- Continue to plan menus as usual by distributing five-day meal packs and bulk menus across the week to accurately determine nutrition compliance. Arrange these meals in *My School Menus* to accurately reflect how the meals will be served to students.
- When menus are created in *Health-e Pro*, they generate a production record that can be completed daily.
- If bulk meals are provided, a copy of the weekly compliance menu can be created and the second menu can be used for production where foods are consolidated to only the distribution dates.
- If only bulk meals are provided, create a shopping list for the bulk menu for a single meal unit in the forecast or menu planning section. Purchase units may need to be adjusted from cases to cans, etc. The shopping list can reflect a single person pack as well as a bulk production listing of what was provided to the individual and pulled for total distribution.
- Central Kitchens: Using a central distribution requires production records for the total of what was produced at the central kitchen (total servings) as well as a transport sheet indicating what was received at the receiving kitchen. *Health-e Pro* has this documentation if a central kitchen and satellites are created. Also, within the recipe, central kitchen shipping units and quantities must be entered. This indicates the way the product will be sent to the recipient schools such as on pans, as eaches or boxes. A shopping list might also work as a production record for a centralized service as long as the total number of meals prepared is noted.

### **3. Looking for recommendations on mapping out social distancing at multiple indoor serving lines for middle school and high school cafeterias.**

- Connect with a local school district who has a similar layout to see what has worked for them.
- There are lots of companies supplying floor decals, or you can simply tape to guide distances.
- Since queues take a lot of space and time, discuss the option of a staggered dismissal so that lines are not created and distances can be followed.



- Create many additional serving lines with mobile units and hot holding equipment or prepacked items to limit lines and distances. Caution should be used to ensure only a single B/L/Sn is taken per student per day with multiple distribution points. Use of checklists or POS or assigned service lines can help.
- Redirect labor used for cashiering to serving. Cashiering with all meals free can be tallies, checklists, tickets, or other faster counting methods.

#### **4. How to keep staff morale up during these unfortunate times? The whole district is working from home while food service is on-site daily.**

- Consider weekly recognitions or highlights of food service staff that can be sent out to the whole district. Foodservice staff is working hard and having to juggle a myriad of situations. Letting them know they are appreciated goes a long way.
- Having a Feel Food Friday where staff can send in good things they notice others doing or even taking pictures of staff in action. Then post on district websites or in a newsletter/email format so teachers and admin can see how hard they have been working.
- Make it fun: have contests or games where they can win small prizes or rewards. Do fun dress-up theme days.
- Ask for feedback: have staff suggest new recipes ideas or offer a specific idea they think would make their job easier.
- Get school board recognition for staff.
- Have school board and administrators be a “kitchen staff” for the day. Walking in their shoes will surely promote positive talk.
- Involve town health departments, government and chamber of businesses to recognize food service workers are “essential” and offer them the discounts and benefits many are providing to healthcare.



- Ask the PTAs to provide a special recognition lunch or snack for them (and custodians) only. Ask PTA to sponsor a drive-by parade to thank workers as they pick up meals.
- Create a fill-in-the-blank “Thank you” note to put in the lunch bags that go home, ask parents to complete it and then hand it back to staff at next meal pick up. The notes from kids have the most significant impact for the staff.
- Social Media Spotlight of employees from your department and the school/district.
- Write them each a personal thank you note that shows you notice the little things they do.

**5. My question is regarding staffing. How does a new director go about reducing labor hours when your meal equivalents per labor hour productivity is very low? Thanks!**

- First, talk to your HR department and the union to explain the situation and ask them for help. You are expected to break even and explaining the current state will help everyone focus on the needed outcome and be creative in the “how.” It also ensures you follow contract and district guidelines.
- Use attrition to not fill open positions.
- Teach your staff about MPLH and costs. If they are informed, they will understand the importance of a fiscally sound program and why changes may need to be made. They may also contribute ideas for cost savings in other places.
- MPLH is directly related to participation. If you don't want to cut, you have to increase income. Encourage staff to help build participation in fun ways that will help raise MPLH.
- Look for income increases by analyzing what meals are costing, create specials, catering, ala carte, outside sales, etc. to bring in more money.