

Off-site Meals

Students who elect to continue remote/distance learning are provided meals through home delivery or a grab-and-go model.



Focus on the Details

Operational Planning

- Determine if the site is best served by using the Non-congregate Feeding Waiver in conjunction with the Alternative Mealtime waiver to distribute multiple meals at once.
- Provide instructions on how to safely store and reheat meals if using a multiple meal strategy. Include the non-discrimination statement in the instructions.
- Consider if the benefits of establishing an agreement for vended meals with a larger Sponsor that will help to meet the meal service needs.

Student Accommodations

- Create a method for delivering meal accommodations for grab and go meals.
- Establish strategies to assist staff in avoiding avoid overt identification.

Logistics

- Develop a plan for meal delivery including assigning roles for each staff member.

Logistics Continued

- Develop a system for taking orders.
- Provide one meal that fits K-8 meal pattern and an additional bag of food for high schoolers that would fill out their meal. Provide a menu for what items go with what meal.
- Select service locations for each campus providing curbside meals.
 - Consider utilizing a central kitchen or an off-campus location where households can pick up meals. This can keep off-site and on-site meal service separate and help parents have a better experience if picking up meals for multiple students.
 - Ensure meals served to students of multiple schools are claimed to the student's school and eligibility.
- Maintain daily food production records.



Compliance Check

- Meals must be recorded and counted on the day of intended consumption to prevent duplicate claiming and edit check errors.
- Food production records (FPRs) must be completed daily. If a school serves multiple meals at one time, FPRs must be completed in full for each meal served for each day of meals served.

Off-site Meals Continued

Focus on the Details

Think through using the POS systems safely to protect staff.

- Take the following steps to reduce exposure at the POS:
 - Conduct training to assist staff in managing new safety measures.
 - Install plexiglass shields or provide a face shield to be worn over a mask.
 - Allow parents to drop off money at the front office instead of exchanging cash at the POS.
 - Utilize a bar code scanner for badges or class rosters with codes.
 - Ask students to use a disposable Q-tip or pencil eraser to enter information into a pen pad device.

Menu Ideas and Suggestions

- Maintain meal variety and an appealing presentation.
 - Pre-cut fruit for elementary students
 - Serve seasonal fruits and vegetables and highlight if the item is Oregon grown food.
- Determine what menu should be used for students on campus and those pursuing their education virtually.

This reference provides an overview of tips and considerations for popular meal service models this fall. This is not a comprehensive guide; Sponsors must follow all regulations, program rules, policies, and guidance.