

Glossary

A La Carte – Any food or beverage sold by the school foodservice that is not part of a reimbursable meal. Some examples include: milk, juice, entrée, salad, dessert, snack items, and second servings of any food item from the menu.

Alternate Protein Product – The name used by FNS to identify products meeting the requirements set forth in Appendix A of 7 CFR Parts 210 and 220 within the section entitled Alternate Protein Products. Some examples of APPs are soy flours, soy concentrates, soy isolates, whey protein concentrates, whey protein isolates, and casein.

Alternate Menu Planning Approaches (Any Reasonable Approach) – Menu planning approaches that are adopted or developed by SFAs or SAs that differ from the standard approaches. The SA should be contacted for specific details, as alternate approaches may require prior SA review and approval.

USDA-Approved Software – Nutrient analysis software that has been approved by USDA for performing nutrient analyses of school meals. USDA-approved software, containing the CN Database and meeting other criteria established by USDA, must be used by SFAs/schools using NSMP, ANSMP, or by SFAs/schools that use a food-based menu planning approach and wish to have the SA accept their nutrient analysis for the SMI review.

Assisted Nutrient Standard Menu Planning Approach (ANSMP) – One of the nutrient-based menu planning approaches that provides schools with menus developed and nutritionally analyzed by other sources. These sources may include the SA, other SFAs, consultants, or Food Service Management Companies (FSMC). The supplier of the ANSMP must also develop and provide recipes, food product specifications, and preparation techniques.

Child – (a) A student of high school grade or under as determined by the State educational agency, who is enrolled in an educational unit of high school grade or under, including students who are mentally or physically disabled as defined by the State and who are participating in a school program established for the mentally or physically disabled; or (b) a person under 21 years of age who is enrolled in an institution or center.

Child Nutrition (CN) Database – A national nutrient database containing foods, descriptions, nutrient content, and measurements necessary for conducting an accurate nutrient analysis that must be incorporated into USDA–approved software.

Child Nutrition (CN) Label – A label on a commercially prepared food product that is approved by FNS, USDA, and indicates how the food contributes toward food–based meal pattern requirements. It provides a warranty against audit or review claims if the CN–labeled product is used according to the manufacturer’s instructions.

Child Nutrition Programs (CNP) – Programs authorized in the Child Nutrition Act and the National School Lunch Act, including the National School Lunch Program (NSLP), School Breakfast Program (SBP), Child and Adult Care Food Program (CACFP), Summer Food Service Program (SFSP), and Special Milk Program (SMP).

Commercially Prepared Products – Foods that have been subjected to thermal or chemical processing; sometimes referred to as processed foods.

Coordinated Review Effort (CRE) – An administrative review of the NSLP, conducted by State agencies at least every 5 years. A CRE is conducted to improve the management of the Program, evaluate accuracy of meal claims, and provide training and technical support to schools to improve local program accountability.

Corrective Action Plan (CAP) – A written plan, developed by the SFA, with the assistance and concurrence of the State agency, following an SMI review, where the State agency has determined that menus for the review week fail to comply with the nutrition standards specified for the appropriate age/grade group(s) for school lunches and/or school breakfasts—whichever is applicable.

Cycle Menus – A set of established menus repeated on a periodic basis.

Department – The United States Department of Agriculture (USDA).

Dietary Guidelines for Americans (DGA) – Nutritional advice for healthy Americans ages 2 years and older. Jointly issued by USDA and DHHS and updated every 5 years, these guidelines are the cornerstone of Federal nutrition policy and nutrition education activities.

Enhanced Food-Based Menu Planning Approach – One of the two food-based menu planning approaches established by USDA that uses meal patterns with food items from specific food group components in specific amounts, by age/grade groups, to plan meals. Similar to the Traditional Food-Based Menu Planning approach except for the use of different age/grade groups and a different number of servings of vegetables/fruits and grains/breads.

Entrée – Under the NSMP and ANSMP approaches, a school lunch menu item that is a combination of foods or a single food item offered as the main course, as defined by the menu planner. The entrée is the central focus of the meal and forms the framework around which the rest of the meal is planned.

Food and Nutrition Service (FNS) – The Federal agency within the U.S. Department of Agriculture responsible for administering domestic nutrition assistance programs, including child nutrition programs such as the National School Lunch Program, School Breakfast Program, Special Milk Program, Summer Food Service Program, and the Child and Adult Care Food Program.

Food-Based Menu Planning Approaches (FBMP) – The two food-based menu planning approaches established by USDA, Traditional and Enhanced, that require specific food components in specific amounts for specific age/grade groups.

Food Component – One of four food groups that comprise reimbursable meals planned under a food-based menu-planning approach. The four food components are: meat/meat alternate, grains/breads, fruits/vegetables, and fluid milk.

Food Item – One of the five foods from the four food components, required to be offered in school lunches under food-based menu planning approaches, or one of the four foods required to be offered in school breakfasts.

Foods of Minimal Nutritional Value (FMNV) – Foods that belong to specific categories that are described in Appendix B of the regulations for the National School Lunch Program and School Breakfast Program. Current program regulations prohibit the sale of FMNV in the food service areas during the school meal periods [7 CFR 210.11 and 7 CFR 220.12]. States and local school food authorities may impose additional restrictions.

Fortified Foods – Foods with added nutrients that were not originally present or were present in insignificant amounts, such as iron-fortified cereal.

Invitation for Bid (IFB)/Invitation to Bid (ITB) – A part of the formal sealed bid procurement process, also known as Formal Advertising; a formal method of procurement that uses sealed bidding and results in a fixed price contract with or without adjustment factors, awarded to the responsible bidder, whose bid, conforming with all the material terms and conditions of the IFB, is lowest in price.

Menu Item – Any single food or combination of foods, except condiments, served in a meal under the nutrient-based menu-planning approaches (NSMP/ANSMP). All menu items or foods offered as part of the reimbursable meal will be counted towards meeting the nutrition standards.

Menu Substitution – Any food or menu item used to replace a food or menu item in a menu that has been previously analyzed. In NSMP/ANSMP, if the substitution(s) occurs more than 2 weeks before the planned menu is served, the revised menu must be reanalyzed. If the substitution(s) occurs 2 weeks or less before the planned menu is served, the revised menu does not have to be reanalyzed. However, menu planners should always try to substitute similar foods.

Milk – Pasteurized fluid types of unflavored and flavored cow's milk, e.g., whole, low-fat milk, fat-free milk, or cultured buttermilk, which meet State and local standards for such milk. Under all menu-planning approaches, milk must be offered in a variety of fat content at all Program meals.

MyPyramid Food Guidance System – Translates nutritional recommendations from the *2005 Dietary Guidelines for Americans* into the kinds and amounts of food to eat each day. The U.S. Department of Agriculture released *MyPyramid* in April 2005. It replaces the Food Guide Pyramid (1992), the widely recognized nutrition education tool. *MiPirámide*, *MyPyramid* in Spanish, was released in December 2005. Visit the website www.mypyramid.gov for additional information.

MyPyramid for Kids – Provides age-appropriate information about the *2005 Dietary Guidelines for Americans* and the *MyPyramid* Food Guidance System. Visit the website www.mypyramid.gov for information.

National School Lunch Program (NSLP) – The Program under which participating schools operate a nonprofit lunch program in accordance with 7CFR Part 210.

Non-reimbursable Meals – Meals that are served but cannot be claimed for reimbursement in the NSLP and SBP, such as adult meals, a la carte meals, and second meals served to students.

Nutrient Analysis – The process of developing or monitoring school menus based on an analysis of nutrients in the menu items and foods offered over a school week, to determine if specific levels for a set of key nutrients and calories are met for the applicable age/grade group.

Nutrient-Based Menu Planning (NBMP) Approaches – The two menu planning approaches, Nutrient Standard and Assisted Nutrient Standard, established by the USDA that use USDA-approved nutrient analysis software to plan school meals that meet the nutrient standards for the appropriate age/grade group.

Nutrient Standard Menu Planning Approach (NSMP) – One of the menu planning approaches established by USDA that uses USDA-approved nutrient analysis software to plan school meals that meet the nutrient standards for the appropriate age/grade group.

Nutrient Standards – The required level of calories, calories from fat, and key nutrients for a specific grade or age group for breakfast and lunch.

Nutrition Facts Label – The Food and Drug Administration (FDA) requires nutrition labeling for most foods (except meat and poultry, which have a Nutrition Facts label administered by the Food Safety and Inspection Service of USDA). Nutrition Facts labels offer useful and accurate nutrition information. Manufacturers are required to provide information on specific nutrients on the labels. Food packaged in bulk or institutional packaging is exempt from the nutritional labeling requirement but manufacturers may voluntarily include such labeling.

Nutrition Standards – A collective term for the nutrition goals that school meals must meet when averaged over a school week for students, 2 years or older. They are based on the RDA levels for specific nutrients, children's calorie (energy) requirements, and applicable recommendations from the *Dietary Guidelines for Americans*.

Offer Versus Serve (OVS) for Food-Based Menu Planning Approaches –

Under the Offer Versus Serve provision, high school students must be offered a complete lunch of at least five food items, but may select three full portions of the items for that meal to qualify for reimbursement. OVS is optional for junior high and elementary schools, and students can be required to select either three or four food items. OVS is optional for all grades at breakfast. Under OVS, a reimbursable breakfast must contain four food items from which the student must choose at least three full portions.

Offer Versus Serve (OVS) for Nutrient-Based Menu Planning Approaches –

For lunch, OVS is required in high school but is optional in junior high and elementary school. OVS is optional in all grades for breakfast. Children must be offered the planned lunch that meets the nutrient standards and includes, at a minimum, an entrée, fluid milk as a beverage, and at least one side dish. If the planned lunch contains three menu items, students can decline one menu item (they cannot decline the entrée). If the planned lunch contains more than three menu items, students cannot decline more than two. A reimbursable breakfast must be the planned breakfast that meets the nutrient standards and contains a minimum of three menu items, one of which must be fluid milk, from which children may decline any one item.

Phytochemicals or Phytonutrients – Substances that plants naturally produce. Recent studies indicate that many of these plant chemicals can reduce the risk of certain diseases such as cancer. Fruits, vegetables, whole grains, and nuts are all important sources of phytochemicals or phytonutrients. Many of these substances are associated with bright colors, so fruits and vegetables that are brightly colored contain substantial amounts. Examples of phytochemicals/phytonutrients are carotenoids and flavonoids.

Point of Service (POS) – That point in the foodservice operation where a determination can accurately be made that a reimbursable free, reduced-price, or paid meal has been served to an eligible child, usually at the end of the serving line.

Program – Refers to the National School Lunch Program or the School Breakfast Program.

Production Records – All schools participating in the school meals programs must keep food production records for the meals they produce. These records must demonstrate how the meals contribute to the required food components, food items, or menu items for each day of operation. In addition, these records must provide sufficient documentation to determine how the school meals contribute to meeting the age/grade appropriate nutrient standard over the school week.

Reimbursable Meal – A school meal meeting the USDA meal requirements and nutrition standards, served to an eligible student, and priced as an entire meal rather than based on individual items. Such meals qualify for reimbursement with Federal funds.

Request for Proposals (RFP) – The document used to solicit a response in the competitive negotiation procurement method. The RFP typically includes general information, functional or general specifications, statement of work, proposal instructions, and evaluation and ranking criteria.

Residential Child Care Institution (RCCI) – See the following definition of School.

School – (a) An educational unit of high school grade or under, recognized as part of the educational system in the State and operating under public or nonprofit private ownership in a single building or complex of buildings; (b) any public or nonprofit private class of pre-primary grade when they are conducted in the aforementioned schools; or (c) any public or nonprofit private residential child care institution, or distinct part of such institution, which operates principally for the care of children, and, if private, is licensed to provide residential child care services under the appropriate licensing code by the State or subordinate level of government, except for residential summer camps that participate in the Summer Food Service Program for Children, Job Corps centers funded by the Department of Labor, and private foster homes. The term “residential child care institution” includes, but is not limited to: homes for the mentally, emotionally, or physically impaired, and unmarried mothers and their infants; group homes; halfway houses; orphanages; temporary shelters for abused children and for runaway children; long-term care facilities for chronically ill children; and juvenile detention centers. A long-term care facility is a hospital, skilled nursing facility, intermediate care facility, or distinct part thereof, which is intended for the care of children confined for 30 days or more.

School Breakfast Program (SBP) – The Program under which participating schools operate a nonprofit breakfast program in accordance with 7 CFR Part 220.

School Food Authority (SFA) – The governing body that is responsible for the administration of one or more schools and has the legal authority to operate the Program therein or is otherwise approved by FNS to operate the Program.

School Meals Initiative (SMI) – The School Meals Initiative includes the regulations that define how the *Dietary Guidelines* and other nutrition standards apply to school meals. This Initiative includes actions to support State agencies, school food authorities, and communities in improving school meals and encouraging children to improve their overall diets.

School Meals Initiative (SMI) Review – A State agency review conducted within an SFA at least once every 5 years, to ensure that healthy school meals are being planned/served. A nutrient analysis of the menus for the review week determines if the meals planned/served meet the nutrient standards for the appropriate age/grade levels.

School Week – For the purposes of nutrient analysis, a school week represents a normal school week of 5 consecutive days. To accommodate weeks that are either shorter or longer than the 5 consecutive days, the analyzed week should contain a minimum of 3 consecutive days and a maximum of 7 consecutive days. When school lunches are offered less than three times in a week, those menus are combined with either the previous week’s menus or the subsequent week’s menus.

Side Dish(es) – Any menu item (except condiments) that is offered in addition to the entrée and fluid milk under the NSMP or ANSMP approaches for the school lunch, or any menu item offered in addition to fluid milk for the school breakfast.

Standardized Recipe – A recipe that has been tested in the school/SFA, using the same ingredients, equipment, and preparation methods that will provide an established yield and a consistent quality product.

State Agency (SA) – State agency refers to (a) the State educational agency; (b) any other agency of the State that has been designated by the Governor or other appropriate executive or legislative authority of the State and approved by the Department to administer the Program in schools; or (c) the FNSRO, where the FNSRO administers the Program.

Student With Disabilities – Any child who has a physical or mental impairment as defined in Sec. 15b.3 of the Department’s regulations (7 CFR Part 15b).

Team Nutrition (TN) – An initiative established by Congress in 1995 to help SFAs/schools meet the nutrition standards required by the Healthy Meals for Healthy American Act of 1994.

Traditional Food–Based Menu Planning Approach – One of the two food-based menu planning approaches established by USDA that use meal patterns with food items from specific food components in quantities appropriate for established age/grade groups.