

# Supper Program 101

SUPPER PROGRAM - TEAM LEAD TRAINING

PROFESSIONAL DEVELOPMENT



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- ▶ Responding to Emails
- ▶ Product Information
- ▶ Menu Changes
- ▶ Meal Counts
- ▶ Program Information
- ▶ Meal Production Corrections
- ▶ Recalls

# Check Your emails





# Supper Paperwork

- ❖ Team Lead will be responsible for Supper Paperwork during curbside service.
  - ❖ Attendance numbers must match your Lunch & Breakfast numbers.
  - ❖ Transfer sheets must be filled out completely.
  - ❖ The current Transfer sheets have 2 copies on one page. Both must be filled out.
  - ❖ One copy must be held at the site. One copy must be sent to Nutrition Services.
  - ❖ Starting in October (tentatively) Tri-copy transfer sheets will be used.
  - ❖ Yellow copy goes to Winona. The Pink copy will stay at the site and filed away.
- \* If you need assistance with your paperwork contact your Field Supervisor.**





MISSING  
TEMPERATURES



MATHEMATICAL  
ERRORS



WRITING IN  
ADDITIONAL ITEMS

# Common Paperwork Errors



Do **NOT** write in this column, for supper use only!

Verify product received and check this box.

All supper items need to be temped at the time received, and documented here.

Write in actual servings prepared. **(May be different than servings sent)**

All food must be temped and written in this column.

### Supper Transport/Production Sheet (Menu Subject to change)

Preparation Kitchen: \_\_\_\_\_  
 Date Meal Served: \_\_\_\_\_  
 Program Name:     **Twin Rivers Supper Program**      
 Cycle Week : \_\_\_\_\_

\*Planned serving size refers to the intended contribution to the meal requirements for each grade group served. Required for Offer Vs. Serve menu choices or portion adjusting.

							A - Program Students Served					
							B - Non-Program Students Served					
							A+B - Total Students Served					
Menu Item	Servings Per Purchased Unit	Number of Servings Sent	Received $\checkmark$	Receiving Temperature	Number of Servings Prepared	Serving Temperature	Planned Serving Size*	Servings Leftover	All Cooked Food Must Be Discarded at the End of Service T=Tossed S=Saved 2=Seconds A=Adult (no more than 4 adults)			
									A	2	T	S
Milk, 1% White, Fat Free Choc	60/CS						8 oz					
Signature of Individual Receiving Meals: X				Signature of Individual Serving Meals: X								
Notes This box is for any additional information or to add additional components served.												

- ❖ Servings Prepared vs. Servings Sent
- ❖ Temperatures
- ❖ Substitutions
- ❖ Leftovers/codes
- ❖ Adult Meals (not applicable)
- ❖ Ignore Milk and Fruit
- ❖ Tally Sheet attendance must match

All Leftovers need to be accounted for in the appropriate box.

# Menu Production Sheet



# COMPONENT CONFUSION

- ❖ Supper Entrée packed frozen with Curbside Meal
- ❖ Vegetable Option is the only component served with the Entree
- ❖ Fruit is not served
- ❖ Milk is not served



# Curbside Model – Meal Pattern Breakdown

## Monday – Thursday Meals

- ❖ Breakfast – 1 entrée, 1 fruit, 1 milk
- ❖ Lunch – 1 entrée, 1 fruit, 1 milk
- ❖ \*Offer vegetable
- ❖ Supper – 1 entrée, 1 vegetable

## Weekend Meals (Fri-Sun)

- ❖ Breakfast – 3 entrée, 3 fruit (choice)
- ❖ Lunch – 3 entrée, 2 fruit (choice), 1 veg (choice)
- ❖ Supper – 3 entrée, Fresh Veg offering
- ❖ Milk – 2 (Friday only)

\*Fresh veg offering will be delivered weekly with your Pro-Pacific order and it will cover your **Fri-Sun** vegetable serving for Supper.





# Supper Delivery Schedule

Pink Delivered Fridays		Yellow Delivered Mondays		Blue Delivered Wednesdays (Includes Weekend Meals)			
October Supper Menu 2020-2021							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
			1	2	3	4	
			*Beef Taco Stick Salsa Cups Whole Pear 1% White Milk, Fat Free Choc	IW Corn Dog <a href="#">Fresh Whole Vegetable Offering</a> Mandarin Fruit Cups 1% White Milk, Fat Free Choc	Chicken Chili Cheese Dog <a href="#">Fresh Whole Vegetable Offering</a>	Grilled Chicken Pepper Jack Twin Sliders <a href="#">Fresh Whole Vegetable Offering</a>	Week 3
5	6	7	8	<b>GCC not in session</b> 9	10	11	
*Cheesy Bread Sticks Marinara Cup Whole Orange 1% White Milk, Fat Free Choc	Bean And Cheese Burrito Mini Carrots Sliced Apples 1% White Milk, Fat Free Choc	IW Pizza Pocket IW Broccoli Pineapple Cup 1% White Milk, Fat Free Choc	*Beef Taco Stick Salsa Cups Whole Pear 1% White Milk, Fat Free Choc	IW Corn Dog <a href="#">Fresh Whole Vegetable Offering</a> Mandarin Fruit Cups 1% White Milk, Fat Free Choc	Chicken Chili Cheese Dog <a href="#">Fresh Whole Vegetable Offering</a>	Grilled Chicken Pepper Jack Twin Sliders <a href="#">Fresh Whole Vegetable Offering</a>	Week 1
<b>GCC not in session</b> 12	13	14	15	16	17	18	
IW Beef Rib Sandwich Mini Carrots Craisins 1% White Milk, Fat Free Choc	Chicken Tenders Baked Fries Diced Mixed Fruit Cups 1% White Milk, Fat Free Choc	Grilled Cheese Mini Carrots Sliced Apples 1% White Milk, Fat Free Choc	Chicken Chili Cheese Dog IW Broccoli Applesauce Cup 1% White Milk, Fat Free Choc	IW Galaxy Cheese Pizza <a href="#">Fresh Whole Vegetable Offering</a> Diced Peach Cups 1% White Milk, Fat Free Choc	Chicken Chili Cheese Dog <a href="#">Fresh Whole Vegetable Offering</a>	Grilled Chicken Pepper Jack Twin Sliders <a href="#">Fresh Whole Vegetable Offering</a>	Week 2
19	20	21	22	23	24	25	
*Cheesy Bread Sticks Marinara Cup Whole Orange 1% White Milk, Fat Free Choc	Bean And Cheese Burrito Mini Carrots Sliced Apples 1% White Milk, Fat Free Choc	IW Pizza Pocket IW Broccoli Pineapple Cup 1% White Milk, Fat Free Choc	*Beef Taco Stick Salsa Cups Whole Pear 1% White Milk, Fat Free Choc	IW Corn Dog <a href="#">Fresh Whole Vegetable Offering</a> Mandarin Fruit Cups 1% White Milk, Fat Free Choc	Chicken Chili Cheese Dog <a href="#">Fresh Whole Vegetable Offering</a>	Grilled Chicken Pepper Jack Twin Sliders <a href="#">Fresh Whole Vegetable Offering</a>	Week 1
26	27	28	29	30	31		
IW Beef Rib Sandwich Mini Carrots Craisins 1% White Milk, Fat Free Choc	Chicken Tenders Baked Fries Diced Mixed Fruit Cups 1% White Milk, Fat Free Choc	Grilled Cheese Mini Carrots Sliced Apples 1% White Milk, Fat Free Choc	Chicken Chili Cheese Dog IW Broccoli Applesauce Cup 1% White Milk, Fat Free Choc	IW Galaxy Cheese Pizza <a href="#">Fresh Whole Vegetable Offering</a> Diced Peach Cups 1% White Milk, Fat Free Choc	Chicken Chili Cheese Dog <a href="#">Fresh Whole Vegetable Offering</a>		Week 2
Pink Delivered Fridays		Yellow Delivered Mondays		Blue Delivered Wednesdays (Includes Weekend Meals)			



# Drivers Route Schedule

## Driver Delivery Route

<b>Destin</b>	<b>Janay</b>	<b>Eddie</b>	<b>Daniel</b>	<b>Gary</b>
1. Pioneer	1. Dry Creek	1. Del Paso	1. Madison	1. Morey
2. Foothill Oaks	2. Rio Linda HS	2. Fairbanks	2. Oakdale	2. Garden Valley
3. Foothill High	3. Rio Linda Prep	3. MLK	3. COA Middle	3. Smythe Elem
4. Ridgepoint	4. Orchard	4. Johnson	4. Village	4. Rio Tierra
5. CCAA Elementary	5. Westside	5. Castori	5. Frontier	5. Strauch
6. CCAA High	6. Rancho DP	6. Hagginwood	6. Woodridge	6. Stanford Settlement
7. Sierraview	7. Gateway	7. Northwood	7. Foothill Ranch	7. Regency Park
8. Kohler	8. Joyce		8. Woodlake	8. Norwood
9. Highlands	9. Skavarla			
10. Hillsdale				
11. Allison				
12. Grant				
13. Babcock				

# Who to Contact For What

## Supper/Jen

- ❖ Supper Questions
- ❖ Count changes
- ❖ Supper Paperwork
- ❖ Delivery Issues
- ❖ Driver Issues

## Drivers

- ❖ Cooking Instructions
- ❖ Paperwork Pick Up
- ❖ Talley Sheets

## Louise & Kristina

- ❖ Lunch and Breakfast needs
- ❖ Chemicals
- ❖ All Vendor Questions
- ❖ Order add ons
- ❖ Bags &Tape
- ❖ Production Sheets
- ❖ Emergency Food Needs

## Field Supervisor

- ❖ Paperwork Assistance
- ❖ Site Emergencies
- ❖ Staffing

## Contact Kim Thomas

- ❖ FFVP Questions
- ❖ Weekend Vegetable





Thank you ALL  
for your hard  
work and  
dedication to  
our Students  
and Staff!