

Santa Clara County

Salad Bar in Schools



8 Steps to Successfully
Implementing a Salad Bar
in Your School



Innovative Partnership between Santa Clara County Public Health Department, Team California for Healthy Kids Initiative, Let's Move Salad Bars to Schools, and local funders

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Introduction

Santa Clara County is working closely with State Superintendent of Public Instruction Tom Torlakson's Team California for Healthy Kids (TCHK) initiative and the national Let's Move Salad Bars to Schools movement, to provide salad bars to schools throughout Santa Clara County.

School salad bars are a proven effective strategy to increase kid's fruit and vegetable consumption and help them develop healthier eating habits. Salad bars are the easiest way for schools to meet the new nutrition standards for school lunch, which double the amount of fruits and vegetable served and emphasize a colorful variety.

A local collaborative including the Public Health Department, the County Office of Education, TCHK, The Health Trust, Silicon Valley Leadership Group, Kaiser Permanente, and other partners have joined together to provide multiple salad bars throughout Santa Clara County. The Public Health Department is coordinating the effort at participating schools to support the overarching goal of creating a healthier school environment. We would like to thank our partners and funders for working to improve the health of Santa Clara County children, one salad bar at a time.

STEP 1: Get Funding for Salad Bar



Don't let monetary matters get in the way of a beautiful NEW salad bar for your school! There are two primary avenues to obtain outside funding for a salad bar; the first is utilizing Let's Move Salad Bars to Schools (LMSB2S) and the second is fundraising to purchase the salad bar directly. Salad bars may also be purchased from cafeteria funds, they are an allowable expense.



Option 1: Use the Let's Move Salad Bars to Schools (LMSB2S) funding mechanism

- Have the Food Service Director (FSD) apply for a salad bar online at <http://saladbars2schools.org/> by clicking on the red tomato in the top right hand corner
- Get a letter of support from your Superintendent
- Find a local funding source (Foundation, PTA, large grocery store, local civic club) or wait for a national donor (get in the cue)
- The funding source will send the check to LMSB2S and LMSB2S coordinates the shipping of the salad bar to the school (Salad bar includes salad bar, cold packs, pans, tongs, etc.)
 - http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 53-57)
 - <http://saladbars2schools.org/pdf/Fundraising%20Tips%20LMSB2S.pdf>



Option 2: Fundraise and purchase salad bar directly from manufacturer or through food service vendor

- Gain funding through grants or community organizations that offer funding for specific projects
- Order salad bar and additional smaller equipment such as tongs, smaller pans, cold packs, etc. (If using LMSB2S, everything is included)

STEP 2: Get support for Salad Bar: Marketing, Promotion, and Education



Gaining buy-in from food service staff, school administrators, teachers, and parents is imperative to the success of the school salad bar. Adults serve as role models for students and if adults are enthusiastic about the salad bar, the students will be eager to try it too. Salad bar promotion at staff meetings, PTA/PTO meetings, and through letters sent home with each student will ensure that everyone is informed of the change in school meal options and the benefits of the school salad bar.

Classroom PowerPoint presentations and a school-wide assembly can help to educate students and teachers on proper salad bar etiquette to minimize sanitation concerns.

Food Service Staff

- Learn how salad bars can make it easier to meet USDA's new vegetable subgroup requirements for the National School Lunch Program
 - <http://www.fns.usda.gov/cnd/Governance/Legislation/nutritionstandards.htm>
 - <http://vimeo.com/47216420> (webinar: Salad Bars: A Successful Menu Planning Tool)
- Show videos at staff meeting of salad bar success in schools and testimonials of food service staff
 - <http://www.letsmove.gov/blog/2012/06/18/kiana-school-alaska-gets-salad-bar>
 - <http://mofarmtoschool.missouri.edu/foodservice/saladbar.html>
 - <http://www.youtube.com/watch?v=mQgCjcss3Hs>
- Promote food service staff's important role in encouraging healthy eating behaviors and in making the salad bar something fun for the students (i.e. Rainbow days)
- Be clear that the salad bar is not in competition with the hot lunch

School Administration, Teachers, and other school staff

- Send an e-mail to the school principal announcing funding for the salad bar
- Have the FSD meet with the principal to explain the role out plan of the salad bar so that administration is confident in the process and is supportive

Parents

- See sample parent letters to go home with students
<http://www.healthy.ohio.gov/~media/HealthyOhio/ASSETS/Files/creating%20healthy%20communities/salad%20bar/SeedSalad-Parents-Sheet2013.pdf>
- Feature salad bar at Back to School Night
- Talk about salad bar at PTA/PTO meetings, offer tastings

Students

- See sample PowerPoint on salad bar etiquette for classroom presentations
<http://schoolctr.hebisd.edu/education/components/scrapbook/default.php?sectiondetailid=61559&>
- Hold a school-wide assembly introducing the salad bar with a skit of the do's and don'ts when going through the salad bar line
- Have a contest to name the school's salad bar

- Come up with creative names for the vegetables in the salad bar and display the names on the salad bar shield (i.e. X-ray vision carrots. Studies show this increases vegetable consumption).
 - Could potentially have a school wide contest to name salad bar vegetables in elementary schools.
 - <http://smarterlunchrooms.org/idea/give-vegetables-creative-names>
 - http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 42-44)

Marketing and Promotional Materials

- Hold a Grand Opening salad bar day with balloons and signs, etc.
- Utilize media avenues to publicize salad bar (i.e. website, school bulletins or newsletter, Facebook page)
- Order nutrition education materials (posters, handouts, etc.)
 - <http://www.choosemyplate.gov/>
 - <http://teamnutrition.usda.gov/>
- If you are using Cafeteria funds, review federal guidelines on marketing and promotion



- <http://www.cde.ca.gov/ls/nu/sn/cafefundguide.asp>
- <http://www.cde.ca.gov/ls/nu/sn/mbnsdsnp072013.asp>

Additional Resources

- http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 15-16)
- http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 45-47)
- http://www.californiahealthykids.org/fm_saladbars (list of resources)

STEP 3: Integrate the Salad Bar into the School Lunch Program



Integrating the salad bar into the school lunch program will require some adjustment for the food service director and food service staff upfront. However, once the menu is adjusted, standard operating procedures are established, and food service staff is trained on preparation and set-up of the salad bar; the salad bar will be a valuable asset to the school lunch program.

Adjust menu and do nutrient analysis

- Will the salad bar offer all of the components for a complete reimbursable meal or will it just offer the fruit and vegetable component of the hot lunch?
- Will the salad bar be offered every day?
- For instructions on how to do a salad bar nutrient analysis for USDA's School Meals Programs, please reference http://saladbars2schools.org/pdf/lbguide_v1.pdf (pg 13) or USDA's nutrient analysis protocols <http://www.fns.usda.gov/tn/nutrient-analysis-protocols-how-analyze-menus-usdas-school-meals-programs>
- Sample salad bar menus
<http://saladbars2schools.org/pdf/Riverside-FM-Salad-Bar-Handbook-Edited-2010.pdf> (pgs 20-22)

Establishing Standard Operating Procedures

- Learn about ordering protocols
<http://www.health.state.mn.us/divs/hpcd/chp/cdr/nutrition/docsandpdf/guidetosbinschools.pdf> (pgs 21-25, 35-36)
- Learn about standardized preparation of fruits and vegetables
http://www.fns.usda.gov/tn/resources/fv_galore.html
- Chill the pans used in the salad bar
- Complete temperature logs
<http://www.health.state.mn.us/divs/hpcd/chp/cdr/nutrition/docsandpdf/guidetosbinschools.pdf> (pg 27)
- Complete daily production records for forecasting and ordering purposes
 - http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 25-32, 64)
 - <http://www.thelunchbox.org/videos/salad-bar-implementation>
 - <http://nfsmi.org/ResourceOverview.aspx?ID=394>
 - <http://saladbars2schools.org/pdf/Riverside-FM-Salad-Bar-Handbook-Edited-2010.pdf> (pg 34)
 - <http://www.health.state.mn.us/divs/hpcd/chp/cdr/nutrition/docsandpdf/guidetosbinschools.pdf> (pgs 39-40)



Salad-bar set-up

- Reference diagrams of pan sizes and the set-up of fruits and vegetables
 - http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 19-22)
 - <http://saladbars2schools.org/pdf/crunch-lunch.pdf> (Appendix C)
 - http://saladbars2schools.org/pdf/lbguide_v1.pdf (pg 12)
 - <http://www.health.state.mn.us/divs/hpcd/chp/cdr/nutrition/docsandpdf/guidetosbinschools.pdf> (pgs 45-46)

STEP 4: Food Service Staff Empowerment and Training



Food service staff plays a vital role in the success of the school salad bar. Not only are food service staff responsible for setting up, monitoring, re-filling, and cleaning the salad bar, but they can help positively influence students' usage of the salad bar.

Studies have shown that students who use the school salad bar have higher intakes of fruits and vegetables overall and are more likely to try new items. School salad bars give children the opportunity to make healthy food choices, which can carry over outside of school and into the future for a lifetime of healthy eating habits.



Provide training on how to set-up, manage, and clean the salad bar

For the salad bar to run efficiently and maintain food safety standards, food service staff will need to be trained on the following key areas: how to set-up the salad bar, how to monitor the students as they go through the salad bar, how to maintain sanitation standards, and how to take down and clean the salad bar appropriately. Cafeteria funds can be used for training.

Reference these training materials.

- http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 33-40)
- http://www.fns.usda.gov/tn/resources/fv_galore.html
- <http://www.thelunchbox.org/videos/salad-bar-implementation>

Provide incentives to food service staff to encourage them to support the salad bar

- Buttons that say "Salad Bar Champion"
- Aprons that say "Salad Bar Champion"
- Fruit and vegetable pins

STEP 5: Purchase Food for Salad Bar



Buy what's in season and incorporate USDA foods into the salad bar to reduce the overall cost of produce. Consider locally grown produce and connect with local farmers through Farm to School programs to ensure the most seasonal and flavorful fruits and vegetables available.

The goal is for the salad bar to be revenue-neutral through inventory control, ordering control, and cost control.

- Buy seasonal produce to reduce costs <http://healthymeals.nal.usda.gov/features-month/whats-season>
- Utilize USDA foods to reduce costs <http://healthymeals.nal.usda.gov/menu-planning/usda-food-commodity-resources>
- Shop around for the best quality of produce and for the best price because with the implementation of a salad bar, the quantity of fresh produce ordered will go up dramatically. See sample ordering sheets http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 28-29)
- Take into consideration that implementing a salad bar often reduces waste; therefore, decreasing costs
- Plan for a slight increase in labor to monitor the salad bar. Keep in mind that all the reductions in cost listed above, off-set the slight increase in labor cost
- Most school districts experience an increase in total participation with salad bars, one district increased breakfast participation by 47% using the salad bar for breakfast

Explore local food sourcing and farm to school opportunities

- Research how to integrate local produce into school food service at the National Farm to School website www.farmtoschool.org
- Establish relationships with local farmers who are willing to sell directly to schools
- Set-up purchase orders with local farmers and figure out delivery schedule
- Incorporate local produce into salad bar



STEP 6: Monitoring the Salad Bar



A salad bar monitor is needed to make sure students are following salad bar etiquette, to clean up spills, replace tongs if they fall on the floor, to refill pans, and to maintain a sanitary salad bar. A salad bar monitor can be a food service employee or a trained volunteer.

Refilling the salad bar and sanitation considerations

- Watch this short video about how to maintain a safe salad bar
<http://www.thelunchbox.org/videos/salad-bar-implementation>

Follow State of California Department of Education policy for reimbursable meal

- Reference the salad bars in the National School Lunch Program standards here
<http://www.cde.ca.gov/ls/nu/sn/mbusdasnp122012.asp>

Recruit and train salad bar volunteers if your budget does not allow for a dedicated food service employee to monitor the salad bar

- Reference salad bar monitoring checklists here
http://saladbars2schools.org/pdf/seed_to_school_toolkit.pdf (pgs 37-40)
- Learn about the State of California Department of Education's guidelines for a salad bar monitor
<http://www.cde.ca.gov/ls/nu/sn/mbusdasnp192013.asp>



STEP 7: Nutrition Education and Supportive Activities



The following educational activities create awareness and excitement about the school salad bar, stimulate learning, and provide the context for healthy eating behaviors. During lunch time, students have the opportunity to practice the healthy eating habits that they learned about in the classroom, by using the salad bar.

Nutrition Education

- Find kid-friendly nutrition education and promotion materials at <http://www.choosemyplate.gov/> and <http://teamnutrition.usda.gov/>

Rainbow Days (Students choose 3 food colors from the salad bar not including white foods and eat each color to receive a prize –sticker)

- Consider implementing Rainbow Days at your school to encourage students to eat a variety of colors of fruits and vegetables
<http://www.thelunchbox.org/content/rainbow-days-salad-bar-student-activity-guide-0>



School garden lessons

- If your school has a garden, consider using these curriculums that teach garden-based nutrition education <http://teamnutrition.usda.gov/Resources/gardendetective.html> and http://teamnutrition.usda.gov/Resources/dig_in.html

Farm to School (local farmers talk about their produce, how it grows, etc. and let students try it)

- Connect with local farmers and use them as an avenue to talk about nutrition <http://www.farmtoschool.org> and <http://mofarmtoschool.missouri.edu/>

Harvest of the Month (taste testing of seasonal produce and teaching interesting facts about the produce using the Harvest of the Month fact sheets)

- Teach Harvest of the Month to encourage students to try new fruits and vegetables <http://www.harvestofthemonth.cdph.ca.gov/download.asp>



Consider a monthly calendar coloring/drawing contest featuring the fruit or vegetable of the month. Winners are included in a 12-month calendar and the grand prize winner is featured on the cover.

STEP 8: Sustain and Institutionalize Salad Bar



Sustain and institutionalize the commitment to healthy eating by forming a core committee of individuals dedicated to the success of the salad bar. Include the food service director, administrators, teachers, parents, and students. Don't forget about evaluation to measure the effectiveness and success of your school's salad bar.

Establish a School TEAM at each school

- The **TEAM** could be made up of the following:
 - **T**eacher
 - **E**nthusiast (Parent, student, etc.)
 - **A**dministrator (Principal, vice-principal, etc.)
 - **M**anager (Food Service Manager/Director or supervisor)
- The **TEAM** would ensure that the local school wellness policy is utilized
- The **TEAM** would explore additional healthy eating policy and environmental changes such as:
 - Healthy fund raisers
 - Healthy options at the snack bar during sports events
 - Access to water



Establish a Student Nutrition Action Committee (SNAC) or Nutrition Advisory Council (NAC) to involve students and support the sustainability of the salad bar

- <http://smarterlunchrooms.org/idea/create-snac-student-nutrition-action-committee-students-responsible-naming-and-creating-signage>
- <http://www.healthylausd.net/lausdParticipants/nutritionAdvisoryCouncil.htm>

Evaluation Resources

- <http://food-hub.org/files/resources/BF%20full%20report.pdf>
- http://www.centertrt.org/content/docs/Intervention_Documents/Intervention_Evaluation_Materials/RUSD/RUSD_Evaluation_Plan.pdf
- http://smarterlunchrooms.org/sites/default/files/slm_best_practices_implementation_guide.pdf



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For more information about the Salad Bar Initiative in Santa Clara County, or how to get involved, please contact:

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