**School Food Service**

**Providing FOOD For Thought!**

**2018-2019 SFS ANNUAL REPORT**

**Give Thanks**

Enjoy a mini Rice Krispies Treats on November 21st.

**You Warm Our Hearts**

Thank you for your hard work throughout the year.

**Earth Day**

April 22

**MONTÉ CRISTO**

Seasoned Spiral Potatoes
Apple Pie Smoothie

**EARTH DAY**

April 22

**SCHOOL LUNCH HERO DAY**

May 3, 2019

**We know you have a world full of choices and sharpened you have chosen to be a part of our team.**

Thank you for your hard work throughout the year.

**New Vision New Future!**

3rd Edition

A Poetic Guide to School Based Wellness

**Create Your Own Mark!**

Heal Thy School Team

**School Food Service Turned Upside Down!**

Featuring Branch for Lunch

**December 14th**
Message from the Director

Message from Allison Monbleau, Director School Food Service

FY19 SFS Annual Report – Director’s Message

Kids First – Providing Food For Thought – School Food Service is comprised of over 1,400 dedicated staff members who are passionate about feeding kids. We all know that hungry children can have difficulty learning and the breakfast, lunch, snack and/or supper they receive at school can have a positive impact on their success. Each year School Food Service staff work on a variety of strategies to continue to enhance the impact we have in our schools and in the community as a whole. The pages of this annual report will tell a story of some of our initiatives during the 2018-2019 school year…enjoy!

Allison O. Monbleau

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Department Goals & Team Strategies:

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08] Cooperative Sales Program
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11] Professional Development

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Purpose Statement

SCHOOL FOOD SERVICE
Providing FOOD For Thought!

Purpose Statement
To provide nutritious meals and promote healthful living

Departmental Goals
To increase the number of meals served by 5% by June 30, 2019 to support student academic achievement
To implement new technology solutions by June 30, 2019 in order to enhance efficiency and accountability
To implement new school based procedures by June 30, 2019 in order to enhance efficiency and accountability

Core Values
Passion • Quality • Respect

Vision
Kids First...Committed to Being the Best School Food Service Department in the Country

Our Pledge

MainMENU
Executive Summary

Total Meals Served
Including Adult and A La Carte: 34.5 million

Child Nutrition Programs
During the 2018-2019 school year the following number of meals were served in each program:

<table>
<thead>
<tr>
<th>Program</th>
<th>Breakfast</th>
<th>Lunch</th>
<th>Snack</th>
<th>Supper</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>8.6 million</td>
<td>18.5 million</td>
<td>3.3 million</td>
<td>980 thousand</td>
<td>777 thousand</td>
</tr>
</tbody>
</table>

Kids First… Providing Food for Thought

1.2 million Extra Snacks Were served at 27 schools That participated in the Fresh Fruits & Vegetable Program

67.49% In Elementary & 51.48% In Middle and High School Students participated in the Lunch Program

35.29% In Elementary & 23.21% In Middle and High School Students participated in the Breakfast Program

Benchmarks

SCHOOL FOOD SERVICE
Providing FOOD For Thought!

Key Performance Indicators (KPI)
FY2019

Goal: To increase the number of students served with free or reduced lunches (FY19 average was 44.9%)

<table>
<thead>
<tr>
<th>Level</th>
<th>FY20 Goals</th>
<th>FY20 Results</th>
<th>FY20 Goals</th>
<th>FY20 Results</th>
<th>FY20 Goals</th>
<th>FY20 Results</th>
<th>FY20 Goals</th>
<th>FY20 Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td>60%</td>
<td>60%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Secondary</td>
<td>60%</td>
<td>60%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Breakfast Participation
- Elementary: 35.24% (Goal: 45%)
- Secondary: 45.06% (Goal: 50%)

Lunch Participation
- Elementary: 31.21% (Goal: 45%)
- Secondary: 38.70% (Goal: 45%)

Supper Participation
- Elementary: 20.39% (Goal: 25%)
- Secondary: 20.26% (Goal: 25%)

Cost Benchmarks as a Percentage of Revenues

<table>
<thead>
<tr>
<th>Cost Category</th>
<th>FY20 Goals</th>
<th>FY20 Results</th>
<th>FY20 Goals</th>
<th>FY20 Results</th>
<th>FY20 Goals</th>
<th>FY20 Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Costs (Including Commissary)</td>
<td>69.91%</td>
<td>67.49%</td>
<td>51.48%</td>
<td>67.49%</td>
<td>51.48%</td>
<td>67.49%</td>
</tr>
<tr>
<td>Elementary School</td>
<td>67.62%</td>
<td>67.62%</td>
<td>51.48%</td>
<td>67.62%</td>
<td>51.48%</td>
<td>67.62%</td>
</tr>
<tr>
<td>Middle School</td>
<td>67.62%</td>
<td>67.62%</td>
<td>51.48%</td>
<td>67.62%</td>
<td>51.48%</td>
<td>67.62%</td>
</tr>
<tr>
<td>High School</td>
<td>67.62%</td>
<td>67.62%</td>
<td>51.48%</td>
<td>67.62%</td>
<td>51.48%</td>
<td>67.62%</td>
</tr>
<tr>
<td>Paper Products &amp; Cleaners</td>
<td>33.40%</td>
<td>33.40%</td>
<td>1.80%</td>
<td>33.40%</td>
<td>1.80%</td>
<td>33.40%</td>
</tr>
<tr>
<td>Elementary</td>
<td>3.48%</td>
<td>3.48%</td>
<td>1.80%</td>
<td>3.48%</td>
<td>1.80%</td>
<td>3.48%</td>
</tr>
<tr>
<td>Secondary</td>
<td>3.48%</td>
<td>3.48%</td>
<td>1.80%</td>
<td>3.48%</td>
<td>1.80%</td>
<td>3.48%</td>
</tr>
<tr>
<td>Labor Costs</td>
<td>13.87%</td>
<td>13.87%</td>
<td>1.80%</td>
<td>13.87%</td>
<td>1.80%</td>
<td>13.87%</td>
</tr>
<tr>
<td>Elementary</td>
<td>13.87%</td>
<td>13.87%</td>
<td>1.80%</td>
<td>13.87%</td>
<td>1.80%</td>
<td>13.87%</td>
</tr>
<tr>
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<td>13.87%</td>
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<td>13.87%</td>
<td>1.80%</td>
<td>13.87%</td>
</tr>
</tbody>
</table>

In FY2019, the School Food Service served 8.6 million breakfasts, 18.5 million lunches, 3.3 million snacks, 980 thousand suppers, and 777 thousand summer meals.

Menu:
- Breakfast:
- Lunch:
- Snack:
- Supper:
- Summer:

Additional Notes:
- 1400 Staff Members
- $44 million Salaries & Benefits
- $44 million Food Costs
- 69.91% Free & Reduced Students Of that 48.86% Directly Certified
Cooperative Sales Partnership (CSP) Expansion

*Redesigned the Cooperative Sales Program to increase profits for school based fundraising.*

*Roll out the Cooperative Sales Program (CSP) business model in additional schools to support school based fund raising by June 2019*

- Renamed the program to Cooperative Sales Partnership
- Finalized marketing brochure featuring the new model to include:
  - Exclusive sale items
  - Scholarship program for students
  - New pricing scale
- Piloted the newly redesigned CSP model at current sites in SY2018-2019 in phases.
- Implemented taste testing and sampling for students to introduce new product and increase sales.
- Worked in collaboration with Ruiz Foods to pilot Tornado's (breakfast and lunch items) under the new CSP model.
- Food Truck National Tour visited Park Vista on March 7th, 2019 and Seminole Ridge High on March 8th, 2019 to promote the CSP exclusive Tornado's.
- Created a plan to introduce greater CSP exclusive selections to increase profit for school sites.

Nutrition Education & Promotion

*Further develop the outreach and communication avenues for Nutrition Education and Promotion*

**Healthy Habits Nutrition Planner Program**

The School Food Service Department (SF S) continued with the Healthy Habits Nutrition Planner Program again this year. Students in grades three through five in all elementary schools were eligible to participate. Participating schools were offered the opportunity to purchase planners for their students in grades K-2. We were extremely excited about this opportunity because this decision supports our mission of keeping “Kids First”, and our desire to address the needs of the whole child by infusing nutrition education into the classroom!

This year SFS purchased planners for each classroom teacher, as well as the teachers on the Fine Arts wheel. To provide support to the teachers to ensure nutrition education was part of the daily discussion, we created a teacher database and sent out a Healthy Habits Planner Nutrition Newsletter. The database included more than 3,500 teachers. At the beginning of each month, teachers received a newsletter with targeted messaging to encourage them to utilize the planner effectively during the school day. Specific areas within the nutrition planner along with activities and videos were provided to help make the process seamless and efficient for teachers.

**Working Together**

The Benefits

Cooperative Sales Partnership participants benefit from the experience of School Food Service professionals to prepare them for success. Our mutual goal is to reach more students who do not gather in the cafeteria and provide a creative way for clubs and teams to raise much needed funding.

- Business experience with student participants
- Food Handler certification option
- Learning to work with a budget
- Collaboration on budget
- Time management,
- Profit, Loss, Waste
- Self-directed teamwork
- Students combining their talents to work for a common goal
- Raise funds for clubs/organizations
- Additional meal service locations
- Expanded variety of food and beverage options
- Relieves congestion in cafeteria lines
- Accessibility to meals without entering the cafeteria
- Convenience: Quick and easy access to snacks & beverages

Opportunities

- Professional Team Work!
- To the School
- for Students
- A Win Win for Students and Clubs

Adding It All Up

Get Started Today!

CALL: School Food Service Finance team members Kim Rawn at (561) 882-1965 or Corlette Brooks (561) 383-2083

**FY 19 Fun Facts**

100 Elementary Schools Opted into the Program
66,234 Planners were purchased
62 Schools purchased planners for the K-2 students
Engaged Workforce
Recruitment

Hire 150 staff for school site operations

We continued to partner with Community Caring Center of Boynton, South Florida Fairgrounds, Palm Beach State College, and Friends of Foster Children. In addition, we participate in local community events for recruitment opportunities.

The HR staff worked with Afterschool Programming to coordinate a joint effort for staff to receive additional hours. By having our Food Service Assistants (FSAs) work at aftercare, we believe that the FSAs will be long-term employees since they will have a schedule that works for them and they are still able to get enough hours.

We successfully hired 139 School Food Service Assistants into our temp pool and processed 107 directly to the schools. Additionally, we hired and trained 11 Manager Interns, a FHESC Bistro Manager, and 20 other positions due to organizational restructuring or backfilling of vacated positions.

WE'RE HIRING
JOIN OUR TEAM

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Professional Development

Implement outside web based application for training and tracking for new employees

We created training videos specific to our department needs. We worked with the vendor to customize our training modules for compatibility with their software platform “School Food Handler Program”.

In January, we piloted the online software which included:

- Uploaded central office employee information
- Added new employees each week through the second half of the school year
- Uploaded twelve training videos and 11 quizzes specific for Palm Beach County onto the SFH website
- Developed Part 2 Food Safety & Sanitation Standards, which was launched in January 2019 to meet Health Department employee training requirements.

During the remainder of the school year, we continued piloting the software and conferencing with the vendor to work out issues as they occurred. We plan to roll out this software to the managers and employees at all the schools at the beginning of the school year FY20.

We planned, and rolled out our first Manager Mini Conference in October 2018 offering our managers a full day on professional education through breakout sessions on self-improvement and leadership.

We held our second annual manager retreat in May 2019 providing our managers a full day of fun activities and self-reflection focusing on building relationships with their staff and faculty themed by the book “How Full is Your Bucket” by Tom Rath and Donald O’Clifton.

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Efficient and Accountable
Quality Assurance

Develop a Quality Assurance Review and evaluate 80 schools by March 31, 2019

- The Field Specialist team developed the Quality Assurance Review and worked with 9 schools each to complete the review.
- Information gathered was reviewed to determine how to improve the Quality Assurance Review tools and support the managers with additional training.
- During phase 2 the Field Specialist team along with Field Managers, including the Charter Team, reached out to 9 schools each for a total of 81 sites.
- The data from the reviews was collected and entered into a spreadsheet to identify what training needs were in the highest demand so training programs could be created for FY2020.
- Schools with low scores were given directives for improvement. Upon reevaluation of these programs; all programs had made improvement from their initial review.

Equipment and Facilities

Facility Team Projects

New Verde Elementary School Kitchen Design. This project design is to accommodate a K – 8 school model. The preliminary kitchen design has been developed. A review of the design will take place in June of 2019.

Verde Holding School Portable Kitchen Design. The students of Verde Elementary will be housed in a holding school while the new school is being constructed. The kitchen preparation and service areas will be housed in a 36’ x 56’ portable. The design has been completed and the necessary equipment has been identified and collected. When the portable is ready, the contractor will pick-up and install the collected (New and used) equipment for a full service portable unit.

Washington Elementary School (WES) Move to Lincoln Elementary (LES). Washington Elementary is being remodeled/renovated. Washington Elementary students and staff will be relocated to the Lincoln Elementary campus for the 2019/2020 school year. Much of the kitchen equipment will follow the students for a better service model at Lincoln Elementary. To date, the equipment has been removed from WES and installed at LES. The equipment is set in place and will be ready for students by the beginning of the new school year.

Golden Groves WIC/WIF Project. At GGES, the walk-in cooler and freezer needed to be replaced for multiple reasons. An architect, contractor, and the District Facilities Team was required for this project to be successful – the scope was beyond the capabilities of the School Food Service department. This project has been completed; excellent job by all involved.

Additional Accomplishments

- Multiple, successful capital equipment auctions yielding over $50,000.
- The development and implementation of a new Warehouse Equipment Tag System to identify and provide capital equipment details for internal, team communication.
- The planning and installation of an Emergency Generator.
Serve Children/Promote Participation

Alternative Meal Service Locations
Pilot Breakfast in the classroom at 4 schools and expand lunch service locations at 4 schools

Our initiative for the breakfast in the courtyard got off to a somewhat slow start. However, Field Specialists contacted schools in their areas to utilize breakfast carts in the courtyards to offer students alternative meal locations. Marketing programs utilized during parent drop-off was the perfect opportunity to get parent’s attention to notify them that we are open for breakfast, and “it’s free”. This helped get more students to take advantage of the program. Large posters were placed on easels so parents could see them as they dropped their students off in the morning. Procedures for using the carts in the courtyards were created using the Off-line POS software at Acreage Pines as a pilot school. Several Field Specialists worked to create a “Free Breakfast in the Classroom” and “Free Breakfast” rack cards. Meetings were held with Managers in Areas 7 and 8 to develop alternative ways to feed students and increase participation and a call out using One Voice was used at four schools to boost participation. In preparation for next school year, a bulletin was sent to principals to let them know we have additional carts ready to serve more students a nutritious breakfast at their school.

- Breakfast in the Classroom implemented in one school with marketing; served an additional 8,000 breakfasts over last year.
- 25 Carts purchased.
- 23 schools selected for grab and go concept.
- Carts were implemented in 16 schools this year with an increase in total breakfast of 45,938 more meals than last year.
- Marketing was provided to ten new and existing schools and breakfasts increased in these schools by over 38,000 breakfasts.

Supper Program
Expand the Department of Health Afterschool Meals Programs in 5 schools by December 2018

Over the past 5 years, our department has been successful in incrementally adding schools to participate in the Child Care Feeding Program (CCFP) reimbursable supper program. The program is funded by the USDA and administered in Florida by the Department of Health, Bureau of Child Care Food Programs. Our goal this year was to add 5 new sites and that goal was surpassed by 13 , adding 18 new supper programs for the FY19 school year, bringing the total to 74. CCFP is designed primarily to provide a nutritious meal to children in afterschool programs. The requirements of the program are that there must be regularly supervised educational and/or enrichment activities available to all students and that 50% of the enrolled students are eligible for free or reduced-priced meals or that they are in a school zone that contains schools that have 50% or greater free & reduced-priced enrollment. CCFP meals are provided to students at no cost and are prepared and served by School Food Service staff at the beginning of the aftercare programs. In addition to the Supper meals, we were also able to feed students through this program on non-school days such as Spring Break, on Saturdays for tutorial programs and for the SAT practice test for high school students. A total of over 975,000 meals were served to students in elementary, middle, and high schools in FY 2019.
Freshly Prepared Menu Items

**Introduce 5 Additional freshly prepared menu offerings by June 2019**

On Thursday, August 9, 2018 School Food Service organized a taste testing event with students and invited the press to provide media coverage. The event was held at Crystal Lakes and the following items new school year recipes were highlighted: Fiesta Friday entrees (Cuban Sandwich, Taco Nacho, Fiesta Rice, Yuca Fries), Breakfast for Lunch (Chicken n Waffles, Monte Cristo, Hash Brown Rounds).

To promote the above new items and to make the dining experience fun for students and staff, we had various special menu promotions this year. They were as follows:

- Four Fiesta Fridays highlighting Hispanic Heritage Month
  - Friday, September 21st Arroz Con Pollo & Seasoned Black Beans
  - Friday, September 28th Soft Taco & Cheese Quesadilla with Spanish Rice and Sweet Plantains
  - Friday, October 5th Cuban Sandwich with Yuca Fries
  - Friday, October 12th Nacho Taco with Fiesta Rice and Green Beans & Sweet Peppers

- Johnny Appleseed Day - September 26th featuring Golden Delicious, Granny Smith & Pink Lady apples

- Two Wacky Wednesday featuring Breakfast for Lunch
  - Wednesday, October 31st Scrambled Eggs with Canadian Bacon, English Muffin, Hash Brown Rounds and Pineapple Sunrise Smoothie
  - Wednesday, November 14th Chicken ‘N Waffle, Sweet Potato Waffle Fries, Orangesicle Smoothie

- Chicken & Waffle became a regular menu placement after the promotion!
- National Pickle Day on Wednesday, November 14th offered a whole dill pickle
- National School Lunch Week “School Lunch Lots to Love”
  - Monday, October 15th Potato Emoticons
  - Tuesday, October 16th Heartzel Pretzels
  - Wednesday, October 17th Heart-shaped Sugar Cookie
  - Thursday, October 18th – Cherry Lime Emoji Ice
- Valentine's Day Meal - You Warm Our Hearts with Grilled Cheese and Tomato Soup
- Dr. Seuss Birthday was celebrated with Brunch for Lunch serving Green Eggs and Ham
- National School Breakfast Week “Start Your Engines!” was celebrated with themed menu items such as Daytona 500 Mini Blueberry Waffles, Grand Prix Breakfast Twist, Formula One Cinnamon French Toast and Pit Stop Mini Pancake Wraps
- Earth Day featured a plant strong menu offering Seasoned Falafel, Mediterranean Rice and Edamame

Rethink Campaign

**Complete the High School Reengineering Program in 1 school and begin planning phase for future school. Begin serving line modernization in 2 schools by May 31, 2019**

- John I Leonard (the 6th HSRP) opened its doors on August 13, 2018 and daily we have served an additional 509 students lunch meals this year over last year (35% increase) equaling to approximately 90,000 more lunches served annually. John I. Leonard serves, on average, over 2,000 lunches per day.
- Worked with Program Management and Purchasing on the architectural drawings and the bid process for a general contractor for Seminole Ridge for the FY20 HSRP Contractor was approved by the Board at the March 17, 2019 Board meeting (construction to begin in June).
- Wellington High was approved by the Board at the September 2018 Board meeting to be the FY21 HSRP. SFS worked with Construction Purchasing to select an architect for this program and design will begin at the end of May.
- Interviews were held for our Managers’ High School Re-engineering Program Certification Program and seven were selected. We have a total of 10 Managers who have been selected and trained for upcoming High School Re-engineering Programs.
- Bulletin was sent to determine Principals interested in the HSRP for the 2021-2022 school year and preliminary selection has been made.
School Gardens
Support the School Garden initiative

On October 23 and 24, 2018, the second Garden of Dreams was installed on the campus of Howell L. Watkins Middle. In an effort to change the middle school culture to one that embraces a healthy mindset in all areas of wellness, this program continues to focus on the engagement of the 6th grade students since they are new and just joining the middle school campus. Each month, students are introduced to a new mindset to help strengthen them from the inside out and contribute to a more successful academic and individual middle school experience. Administration, Faculty and Staff at HL Watkins are encouraged to embrace and to incorporate each mindset into their classroom when possible. The Garden of Dreams is a School Based Wellness initiative which contributes to the District Theme of Positive and Supportive School Climate, Talent Development and High Performance Culture.

The Monthly Mindsets implemented this year were:

Garden of Dreams – Omni Middle, Year 2
Smarter Lunchroom Implementation

Students continued infusing the monthly mindset on the Omni Middle School campus. This year instead of kicking off the mindsets at the monthly faculty meeting we launched the mindsets directly with the students. In January 2019 we attended the National Junior Honor Society induction meeting and introduced the Garden of Dreams to the parents in attendance. Examples of the posters students created are below.

The School District of Palm Beach County earned a Best Practice Award for our School Garden Initiative from the US Department of Agriculture. In 2016, to ensure consistent practices District-wide, a cross functional team containing at least one member from each department that is impacted by School Gardens was created. This team demonstrates how sharing expertise, incorporating different perspectives and working together, can streamline processes in a way that inspires education while maintaining safe, consistent practices.

Garden Collaboration Team Members are representatives from the departments below.

Building Code Services, Environmental and Conservation Services, Facility Services, Grant and Resource Development, Insurance, Legal Services, Purchasing, Risk Management / Safety, Safe Schools / Health Services, School Food Service

USDA Best Practice Award – Southeast Region
Promoting a Healthy School Environment

The School District of Palm Beach County earned a Best Practice Award for our School Garden Initiative from the US Department of Agriculture. In 2016, to ensure consistent practices District-wide, a cross functional team containing at least one member from each department that is impacted by School Gardens was created. This team demonstrates how sharing expertise, incorporating different perspectives and working together, can streamline processes in a way that inspires education while maintaining safe, consistent practices.

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The award was presented at the Child Nutrition Directors Conference in Orlando in April 2019. At the time, in addition to recognizing the efforts of the Garden Collaboration Team, the moderator specifically references the meaningfulness of the Garden of Dreams and the impact it had on the award panel as they learned more about that program.

Garden Curriculum Workshop
Building on the successful school garden initiative

Building on the successful school garden initiative District-wide to cross-pollinate academics and school gardens, this year School Food Service offered a Garden Curriculum Workshop on Saturday, November 10, 2018. Seventy-five teachers attended the event! The intention and focus of this event was to encourage a new way of learning by “Bringing the Classroom into the Garden.” This program allowed teachers to earn up to 4 re-certification points by attending and implementing what they learned. Teachers had the opportunity to attend two different sessions to combine their core curriculum knowledge in Math, Science, and Language Arts & Fine Arts with the aesthetics and beauty relating to school gardens. All sessions were delivered by the UF/IFAS – Family Nutrition Team. Teachers received plenty of resources to bring back to school to implement after the winter break. Currently 144 schools in the District have reported having a school garden on their campus.
Smarter Lunchroom Implementation

Create and Distribute Self Evaluation Tool and Goal Booklet. Assess current school lunchroom environments and suggest changes aligned with Smarter Lunchroom Techniques. Meet with students to get feedback and develop student specific surveys

We kicked off the 2018-2019 school year with providing our School Food Service managers with a Smarter Lunchroom (SML) Techniques breakout session during their Back to School Manager Workshop. Managers learned how small, inexpensive and simple changes to their serving lines and eating environments could influence and change the behaviors of their students. At the same time as the workshop, we announced that the annual strategy for each individual school site was going to be selecting at least one new SML Technique to implement at their location. The strategy was selected from a scorecard that we modified to fit our operational needs which was designed based on research conducted at Cornell University. In order to collect and analyze data more efficiently, we created the scorecard in a Google Form for managers to enter their Smarter Lunchroom assessment results.

In an effort to help assist managers and their staff with the implementation of SML Techniques, we collaborated with the UF/IFAS extension team to coordinator on-site school visits at 15 locations, which also included a brief staff training on Smarter Lunchroom Techniques. More than 100 two-tiered baskets were ordered for schools to display fresh fruit at various locations on the serving line. We also took opportunities to work on individual requests such as providing Royal Palm School and Belvedere Elementary with photos of all of our food items for their students with special needs. The photos have been well received by both the students and the staff and we have feedback that it has made lunchtime more enjoyable for all!

Throughout the year, we worked with approximately 70 managers to promote nutrition, healthy eating, and increasing fruit and vegetables in the serving line by conducting site visits, sending promotional materials, and providing direct feedback through suggestions and solutions. We also created and distributed boxed sets of laminated menu cards for 16 schools, researched methods to affix signs to hot & cold lines and created reference library of cafeteria photos in Google Drive.
Summer Food Service

Provide community partners with marketing materials for the libraries and research existing community mobile meals to determine impact and possible plan for the future.

Fence banners and road signs for the school sites and libraries were created and were given to the Summer Managers and Site Supervisors at the annual Summer Program Meeting. Fence banners and road signs were displayed in predominant locations at our school sites and libraries. Books were donated to summer meal sites to allow for children to select and read books while enjoying meals. Planning for the 2019 summer marketing yielded a door hanger to be distributed to local communities via community volunteers who canvassed neighborhoods to place on front doors. We had 143 summer sites opened for Summer 2019.

Wellness

Healthy School Teams (HST)

HST State mandate ensures compliance with Smart Snacks in School guidelines; develop and utilize the teams and provide further resources

- A bulletin to all Principals regarding the establishment of HST in school sites on October 12th.
- Completed three vending machine reviews with all products in compliance with the Healthy Vending Services bid.

Planned and Prepared for the HST Conference to be held on October 4, 2019

- HST Conference Tracks for Mindfulness, Culture/Environment, Nutrition and Fitness were created.
- Session titles and descriptions were created to prepare the printed conference agenda.
- Bulletin detailing the HST Conference agenda and registration was sent out May 1st.
- Registration was set up on eLearning and the criteria to receive implementation points were created and published on eLearning.
Wellness Promotion Collaboration Team

Develop a District’s Wellness Promotion Collaboration Team

To continue to move our wellness initiative forward in the District, School Food Service established a Wellness Promotion Collaboration Team (WPCT) and held four meetings throughout the year. The WPCT assisted in the revision of the Wellness Promotion Policy (2.035) that was adopted by the Board on March 27, 2019. School Food Service also developed a SharePoint site for the WPCT to include agendas, contacts, and resources.

Wellness Promotion Task Force Meetings: We held the following three Wellness Promotion Task Force meetings this year to allow for collaborative sharing with internal and external stakeholders for wellness topics and accomplishments that impact our students and staff:

- October 2018 - Whole School, Whole Community, Whole Child Culture - 120 attendees and 16 Resource Expo tables
- TEN video highlighting meeting -https://vodcast.palmbeachschools.org/player/KPS3U
- February 2019 – Food Security; Community Hunger Relief - 150 attendees and 19 Resource Expo tables
- April 2019 – Spotlight on Wellness for Students, Staff, and Community – over 300 attendees

Hunger Relief Collaboration Team

Lead the creation of procedures for Backpack Programs and Food Pantries and the dissemination of the information to schools and community partners by May 31, 2019

- Created an inter-departmental team to support this effort and create cohesiveness among the providers of resources for the schools.
- Led meetings to discuss and move forward this subject.
- Worked with the IT Team and re-designed the SharePoint Site layout for maintaining information and program records.
- Worked with individual experts on the Backpack Agreements Programs.
- Created a logo for the HRCT with a Graphic Designer.
- Developed and coordinated communication throughout the District with bulletin information and resources
- Assisted with the internal coordination on larger scale hunger relief special projects for the following time periods: Summer Break, Winter Breaks, and Spring Break with Living Hungry and other stakeholders.
- Worked with TEN to market the HRCT and projects via video/media productions
- Coordinated the development of a Blanket Backpack Agreement with the assistance of the Legal Services Department and the HRCT
- Created Guidelines for Food Pantries.

Health Fairs

Supporting Wellness Activities

Each year School Food Service likes to provide at least one health fair to a school. This year on November 16, 2018, School Food Service held a health fair at New Horizons Elementary. This was our first, full day Health Fair which was specifically designed to create a “wellness experience” for all students. To accommodate the 687 students enrolled at New Horizons Elementary, in addition to lunch, 14 wellness stations were created in the areas of Nutrition, Fitness and Mindfulness.
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