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| <b>Board Office Use: Legislative File Info.</b> |         |
| File ID Number                                  | 17-0562 |
| Introduction Date                               | 4/26/17 |
| Enactment Number                                |         |
| Enactment Date                                  |         |

# Memo

**To** Board of Education

**From** Devin Dillon, Interim Superintendent  
Vernon Hal, Senior Business Officer *VEH*  
Jennifer Le Barre, Executive Director Nutrition Service, Warehouse & Distribution

**Board Meeting Date** April 12, 2017

**Subject** Request for Approval for the sponsor of this contest is Healthy Schools Campaign - 175 North Franklin, Chicago, IL

**Action Requested** Approval by the Board of Education of Food Services Between Oakland Unified School District Nutrition Services, Bunche High School, and Healthy Schools Campaign for the Cooking up Change Contest Agreement.

**Background** Cooking Up Change is a National Healthy Cooking Contest. Bunche Academy's Culinary Arts program will participate in this contest representing Oakland Unified school District.

**Discussion** Bunche Academy will work with Nutrition Services staff in the development of recipes and organization of the contest. Bunche Academy and Teaching & Learning staff will secure funding required to participate in the contest. The first place winner of the OUSD contest will compete in the National contest held in Washington DC.

**Recommendation** Approval by the Board of Education of the Food Services Between Oakland Unified School District and National Healthy Cooking Contest Qualifying Contest.

**Fiscal Impact** \$10,000.00 provided by CTEIG (California Career Technical Education Incentive Grant). Funds org key #912-6387-101-6387.

**Attachments** Healthy Schools Campaign Agreement; Cooking up Change Contest Details & Documents

# HEALTHY SCHOOLS CAMPAIGN

COOKING UP CHANGE: HOW WE BELIEVE YOU CAN EARN + THRIVE

## Cooking up Change® National Healthy Cooking Contest<sup>1</sup> Qualifying Contest Agreement (the "Agreement")

Healthy Schools Campaign (HSC) welcomes your participation in Cooking up Change as a host of an official Cooking up Change Qualifying Contest. This partnership has been designed to provide high school students in your community with an opportunity to compete in the Cooking up Change National Healthy Cooking Contest in spring 2017. Within this Agreement, HSC will work with you to plan a qualifying contest that meets the requirements of the Cooking up Change National Healthy Cooking Contest. If all criteria outlined in this Agreement are satisfied, HSC will invite the first place winner of the qualifying contest to compete as a finalist in the national contest.

1. **ORGANIZATIONAL SPONSOR:** The sponsor of this contest is Healthy Schools Campaign with offices at 175 North Franklin, Suite 300, Chicago, IL 60606.
2. **ELIGIBILITY FOR PARTICIPATION:** In order to be recognized as a Cooking up Change Qualifying Contest, your event must meet the following eligibility criteria:
  - a) The contest must take place on a date mutually agreed upon by HSC and your organization. The date must be set no less than eight weeks prior to the event
  - b) The contestants must be high school students with basic culinary training.
  - c) The contest must include a minimum of six teams.
  - d) Each team must consist of a minimum of two and a maximum of three high school culinary students attending schools in which at least 40% of the student population is eligible for free and reduced lunch.
  - e) The contest must be supervised by an adult certified in food safety management as dictated by city and/or state policy.
  - f) Contest entries must meet the Cooking up Change contest and nutritional requirements. These requirements are determined at the sole discretion of HSC and will be provided in a separate document.
  - g) The winning team must be determined by April 30, 2017.
  - h) An HSC staff person must attend the event to observe all components of the contest and certify that all the above criteria have been satisfied. Contests that do not meet all criteria will not be recognized as official qualifying contests and will not be invited to send a team to the Cooking up Change National Healthy Cooking Contest.
3. **PRIZE:** The winning team will be invited to compete in the Cooking up Change National Healthy Cooking Contest in spring 2017, at a date, time and location to be determined at the sole discretion of HSC. HSC will cover specific expenses associated with the winning team traveling to the national contest, as set forth in Appendix A. Any and all taxes associated with receiving the prize (federal, state, and local) are the sole responsibility of the winners.
4. **WINNER SELECTION:** The winning team will be selected on the basis of certain enumerated criteria by a panel of judges that meets the Cooking up Change judging panel requirements. Winner selection criteria and judging panel requirements are set forth in Appendix B.

<sup>1</sup> Cooking up Change is the registered trademark of Healthy Schools Campaign  
[DM] U.S. 30645588 | 09/19/0016

5. **CONTEST SUPPORT:** In this partnership, HSC agrees to:
  - a) Provide you with templates of contest materials that can be modified (with final approval from HSC) for the purpose of the qualifying contest.
  - b) Provide you with a Cooking up Change promotion kit (not to be replicated by the host without written consent of HSC).
  - c) Provide HSC staff to consult with you during planning process. (For example, HSC staff can provide advice and support in developing a judging panel that meets contest rules and builds school and community support for healthy school food.)
  - d) Provide a HSC staff person, at HSC's expense, to observe the contest and certify that the contest qualifies for the Cooking up Change National Healthy Cooking Contest
  - e) When possible, HSC will seek to secure additional resources and prizes to enhance qualifying contests.
  
6. **CONTEST PARTICIPATION FEE:** The cost of participating in Cooking up Change is \$10,000. The participation fee covers a portion of HSC's costs associated with HSC's support of the contest and the participation of up to three students and two chaperones in the national contest. The participation fee does not include costs associated with holding the qualifying contest – those costs are the responsibility of the local host. The participation fee is payable to Healthy Schools Campaign. HSC reserves the right to terminate the qualifying contest if the local host is unable to pay the participation fee by May 1, 2017.
  
7. **CONTEST SPONSORSHIP:**
  - a) **National Sponsors:** A portion of the costs of the Cooking up Change National Healthy Cooking Contest are underwritten by national sponsors. You will be required to acknowledge Cooking up Change national presenting sponsors in qualifying contest materials. In addition, HSC may provide you with a brief video to show at qualifying contests that describes Cooking up Change and includes national presenting sponsors. If provided, it will be at the discretion of local partners as to when and where that video is shown. In addition, under their agreements with HSC, some national sponsors may have the right to request a presence at qualifying contests as a speaker and/or as a member of the judging panel. Local partners will work with HSC to determine how to involve national sponsors. However, the final decision as to how HSC's national sponsors can participate in qualifying contests will be made by the local partner.
  - b) **Qualifying Contest Sponsors:** HSC will acknowledge your qualifying contest's top level sponsor on the Cooking up Change website and in the national contest program book. HSC can also provide you with additional support including possible suggestions of sponsors, examples of sponsorship agreements and a review of sponsorship agreements/benefits.
  
8. **PROMOTION AND PUBLICITY:**
  - a) HSC shall allow you to use the Cooking up Change mark to include on contest documents, website and other promotional materials solely in connection with the qualifying contest until October 31, 2017, provided HSC has the opportunity to review and approve such use, and use of the mark adheres to HSC's Identity Guidelines set forth in Appendix C. All use by you of HSC marks shall inure to the exclusive benefit of HSC.
  - b) HSC shall promote the qualifying contest on the HSC website and through the HSC newsletter and blog
  - c) At the qualifying contest event, you shall provide HSC with space for signage to recognize national sponsors and promote Cooking up Change
  - d) You shall include HSC staff in any media interviews relating to the qualifying contest.
  - e) You shall provide chef jackets for each of the students on the winning team. HSC will provide Cooking up Change patches to be adhered to the chef jackets. The right-hand sleeve of the jacket must be reserved solely for the Cooking up Change patch. The Cooking up Change patch should be adhered to the right-hand sleeve of the jackets approximately four inches below the shoulder. Chef jackets may not contain any additional images other than the

name or logo of the school, district and/or local host Local Cooking up Change sponsors may be included pending approval from HSC

- 9 **GRANT OF RIGHTS:** All entries, including recipes submitted for the qualifying contest, will become the property of HSC and HSC may exploit such materials in any and all media. HSC shall have permission to use and exploit your organization's name, address, city, state and any and all photographs or videos taken at your qualifying contest event in any and all media, for no additional compensation to you or your organization.
- 10 **RELEASES AND APPROVALS:** Prior to hosting the qualifying contest, you shall secure the following:
- a) signed HSC media releases from all contest participants (e.g., students, mentors, judges) and send copies of the executed releases to HSC at least one week prior to the event;
  - b) contact information (including name, street address, and telephone number and/or e-mail address) for all team members competing in the qualifying contest, as well as their corresponding teachers and/or chaperones;
  - c) all necessary approvals from the school and winning students' parents/guardians for the trip to the Cooking up Change National Healthy Cooking Contest and comply with the school district's or other applicable policies relating to student travel.
11. **ADDITIONAL CONDITIONS:** HSC reserves the right to terminate the qualifying contest if fraud, or any other factor beyond HSC's reasonable control, impairs the integrity of the contest as determined by HSC in its sole discretion. At its sole discretion, HSC may disqualify any person whom it considers to have intentionally violated the terms of this Agreement or any element of this contest. By participating in this contest, you agree: (a) to be bound by the rules and requirements set forth in this Agreement and the decisions of the person or persons who select the winners, (b) to comply with any rule and requirements set forth for participation in the Cooking up Change National Healthy Cooking Contest; and (c) to release and hold harmless HSC, its affiliates, officers, employees and agents from any and all financial or legal liability with respect to acceptance, possession or use of the prize or participation in the contest.

Please sign below to indicate your acceptance of this Agreement and return via fax to 312-419-1806 or email to sara@healthyschoolscampaign.org.

Artvian Wilson  
Printed Name

Superintendent  
Title

[Signature]  
Signature

1-25-17  
Date

Oakland Unified School District  
Company Name

OAKLAND UNIFIED SCHOOL DISTRICT  
Office of General Counsel  
APPROVED FOR FORM & SUBSTANCE

By: [Signature]  
Attorney at Law

Thank you and we look forward to working with you!

Rochelle Davis  
HSC Staff Signature

1/30/17  
Date

**Appendix A**  
**Cooking up Change National Healthy Cooking Contest**  
**Travel Expenses**

If the qualifying contest satisfies all criteria outlined in the Qualifying Contest Agreement and corresponding appendices, HSC will invite the winning team of the qualifying contest to compete in the final round of the Cooking up Change National Healthy Cooking Contest in spring 2016, location to be determined. HSC will cover solely the following expenses associated with travelling to the national contest for the winning student team members (a minimum of two and a maximum of three students) and up to two adult chaperones:

1. Airfare (non-refundable, coach fare) or up to \$400 towards an alternate mode of transportation if the team cannot travel by airplane for any reason
2. Ground transportation between the airport and hotel in the national contest city, and the hotel and contest location
3. Accommodations (standard room at a location to be determined by HSC); same sex students will be asked to share a room
4. Three meals per day per person during time that team is in city of national contest (with a daily limit not to exceed \$75/person)
5. HSC will not cover any other expenses associated with traveling to the national contest.

**Appendix B**  
**Cooking up Change National Healthy Cooking Contest**  
**Judging Criteria**

**Judging Panel Criteria**

1. The judging panel must consist of at least three judges.
2. The majority of judges on the panel, and in all cases at least three judges, must be culinary professionals. A "professional" is defined as a person with professional culinary training or experience in a professional kitchen.
3. Credentials of these culinary professionals must be made available to HSC upon request.
4. Local contests are encouraged to involve school, community and political leaders.

**Winner Selection Criteria**

Contest entries will be evaluated according the rubric below. HSC staff will facilitate the judging process.

| Category  | Points Possible |
|---|-----------------|
| Originality   | 10              |
| <ol style="list-style-type: none"> <li>a. Is the school meal interesting?</li> <li>b. Does it display a unique or creative combination of flavors?</li> </ol>   |                 |
| Taste/Texture   | 20              |
| <ol style="list-style-type: none"> <li>a. Is the dish pleasing to the taste buds?</li> <li>b. Is the dish seasoned properly?</li> <li>c. Do the different ingredients complement one another?</li> <li>d. Is there a balance of taste sensations (savory, salty, sweet, sour, etc.)?</li> <li>e. Do the components of the dish provide a variety of textures?</li> <li>f. Was the meal served at the proper temperature?</li> <li>g. Were any of the components over or undercooked?</li> </ol> |                 |
| Appearance  | 10              |
| <ol style="list-style-type: none"> <li>a. Does the meal look appetizing?</li> <li>b. Is there a variety of colors within the dish?</li> <li>c. Has the meal been displayed in an appealing way?</li> </ol>  |                 |
| Presentation  | 10              |
| <ol style="list-style-type: none"> <li>a. Was the team's presentation articulate and professional?</li> <li>b. Did the team give a detailed description of their menu?</li> <li>c. Was the team able to answer questions about their recipes?</li> </ol>  |                 |
| Total   | 50              |

## Appendix C

### Cooking up Change National Healthy Cooking Contest Identity Guidelines

At the heart of Cooking up Change are students bringing ingenuity and talent to the effort of creating a new future for school food, one in which healthy and appealing lunches are the norm. Images, materials and language surrounding the contest should reflect this optimism and emphasis on student engagement. We should strive to ensure that student voices and perspectives are well-represented. Cooking up Change also engages the school food community in this effort; all materials related to the contest should reflect a respect for the work of school food service staff working with limited resources to provide healthy options to students.

We are happy to provide a copy of the Cooking up Change mark to use in your communications related to the contest. This mark may be used in printed materials (such as letters, posters or fliers) and online for the limited time and purpose set forth in the Contest Agreement. When using the Cooking up Change mark, the following guidelines must be adhered to:

- **HSC review.** Provide a draft of any document to Healthy Schools Campaign before printing or making live online. HSC staff will review and respond to the draft within two business days.
- **Design / integrity of the mark.** Print the Cooking up Change mark in dark grey or black on a solid light background, or in white on dark background. The mark should not be printed in any other colors or printed over photos or patterns. When using the mark, do not change or manipulate it in any way. This includes cropping part of the mark, distorting the shape, changing the color or printing it over a pattern or photo. Maintain an adequate border of white space around the mark.
- **Trademark.** Please note that the mark includes a symbol indicating a registered trademark. Be sure to maintain this symbol on each use the mark, as well as attribution of the mark to HSC.
- **Partnership statement.** Any document or electronic communication that includes the mark must also include this statement: "This event is part of Healthy Schools Campaign's National Cooking up Change Series."
- **Photography.** Any photography used around the mark should feature positive images of student chefs, other participants (including mentors or judges) and/or the meals students create. We have found the authentic and local images (photos of students in your community) are most effective; if you do not have any suitable photos, HSC can provide a set of images upon request. Photos that appear on HSC's website or materials may not be used in other materials without written permission from HSC. Please note that the Cooking up Change mark should not be used in connection with photos that present negative images of school food.
- **More detailed recommendations and brand guidelines.** Upon request, HSC will provide more detailed recommendations (including typography, color, etc.) for Cooking up Change materials.

If you have any questions or would like to talk in more detail about the materials you are creating, please contact Sara Porter at 312-419-1810 or [sara@healthyschoolscampaign.org](mailto:sara@healthyschoolscampaign.org).

# Cooking up Change Contest Details + Documents

**COOKING UP CHANGE CHICAGO**

**NOVEMBER 17, 2016  
CONTEST 1-6 P.M.; EVENT 6-10 P.M.**

**BRIDGEPORT ART CENTER  
1200 W. 35TH STREET, CHICAGO**



## **ABOUT HEALTHY SCHOOLS CAMPAIGN**

Healthy Schools Campaign (HSC) is a nonprofit organization dedicated to making schools healthier places for all students. HSC provides leadership development and tools to school stakeholders and advocates for better access to nutritious school food, physical activity, school health resources and clean air to shape children's lifelong learning and health. For more, go to [healthyschoolscampaign.org](http://healthyschoolscampaign.org).

## **ABOUT COOKING UP CHANGE**

Cooking up Change challenges teams of high school culinary students to create a healthy school meal on a tight budget while meeting high standards for nutrition, taste, presentation and originality—no easy task!

The contest pushes students to think beyond a typical culinary education, which traditionally focuses on creating delicious food, but not necessarily nutritious food. Students face the added challenge of creating their meals using only the ingredients, preparation methods and equipment available to school food service. This means all contest recipes must be made without added sugar or salt, have low fat and calorie content, and include a variety of fruits, vegetables, whole grains and quality proteins.

Creativity is an important part of making nutritious food taste good. Flavoring dishes with herbs and spices instead of salt, or roasting vegetables instead of adding sugar to give them a sweeter flavor, are two examples of how to increase flavor without sacrificing the nutritional quality of the dish. Cooking up Change provides a way for students to learn about and promote healthy eating, encourages team work and highlights students' culinary talents to a wide audience. Cooking up Change meals have been served in schools across the country and to members of the U.S. Congress!

**COOKING UP CHANGE®**  
Students Transforming the Future of School Food

**HEALTHY SCHOOLS  
CAMPAIGN**



# Your Team



## CULINARY INSTRUCTOR

NAME

PHONE

EMAIL

## CHEF MENTOR

NAME

PHONE

EMAIL

## TEAM CAPTAIN

NAME

PHONE

EMAIL

## SUPER SAUTÉER

NAME

PHONE

EMAIL

## MASTER MIXER

NAME

PHONE

EMAIL

## BEST BAKER

NAME

PHONE

EMAIL

## CHIEF CHOPPER

NAME

PHONE

EMAIL

## GREATEST GRILLER

NAME

PHONE

EMAIL

# Contest Prizes



## FIRST PLACE

The first place team wins a trip to Washington, D.C., to compete in the Cooking up Change National Finals in June 2017. In addition, the winning team's meal is served as a school lunch across Chicago Public Schools! The team also receives a first place trophy for the school and each student receives a \$1,000 scholarship to Washburne Culinary Institute.



## SECOND PLACE

Team receives a second place award for the school and each student receives a \$1,000 scholarship to Washburne Culinary Institute.

## THIRD PLACE

Team receives a third place award for the school and each student receives a \$1,000 scholarship to Washburne Culinary Institute.

## BEST PRESENTATION

Team receives an award for best presentation and each student receives a \$1,000 scholarship to Washburne Culinary Institute.



# Important Info



## IMPORTANT DATES

### August 29

- Kickoff meeting with participating schools

### September 23

- First round of recipes due to Healthy Schools Campaign (HSC)

### September 27

- HSC sends recipe evaluations back to teams

### September 30

- Second round of recipes due to HSC

### October 4

- HSC sends recipe evaluations back to teams

### October 7

- Recipe evaluations due to assigned Aramark dietitian or chef
- Teams sign up for conference call with assigned Aramark dietitian or chef

### October 10-21

- Teams receive feedback from Aramark dietitian and/or chef during conference call; first order can be placed via instructor depending on order schedule.

### October 24- November 4

- Teams test and revise recipes
- Continue to work with assigned Aramark dietitian or chef via email

### November 7 (week of)

- Recipe revisions submitted to assigned Aramark dietitian or chef for approval; second order can be placed
- Aramark team to send approved recipe to HSC prior to November 10

### November 10

- Final recipes due to HSC

### November 14 (week of)

- Second order can be placed if it hasn't already

### November 17

- Cooking up Change!

## ASSEMBLING YOUR TEAM

When assembling your team, please remember:

- Each school may enter one team. Teams must consist of a minimum of three and maximum of six current CPS students.
- Schools may only bring students who are official team members to the event.
- Each school will receive one complimentary ticket for the school principal or other school representative to attend the Cooking up Change event on November 17.



## CONTACT INFO

For questions about the contest, contact:

Sara Porter

[sara@healthyschoolscampaign.org](mailto:sara@healthyschoolscampaign.org) or (312) 419-1810.

For questions about nutritional analysis, contact:

Aracely Rojas, Senior Registered Dietitian, Aramark

[rojas-aracely@aramark.com](mailto:rojas-aracely@aramark.com) or (773) 738-4343.

For questions about ordering, contact:

Greg Orbin, Senior Procurement Specialist, Aramark

[orbin-gregory@aramark.com](mailto:orbin-gregory@aramark.com) or (872) 226-3602.

# Contest Rules: Healthy School Lunch



Cooking up Change involves designing a complete school lunch that exceeds the USDA requirements for nutrition, caloric and fat content, as well as other specified guidelines, while still falling within the cost restraints that school lunch room managers face. Your team will use creativity to design a school meal that meets nutritional guidelines but is also both appetizing and visually appealing. You and your teammates will aim to design a school lunch that your fellow students will be excited to eat.



## RECIPE REQUIREMENTS

1. Each school lunch must consist of one main dish, one vegetable side dish and one fruit side dish. The recipe for each dish must be designed for one single serving.
2. Each dish may not have more than five preparation steps. Preparations steps must be written in complete sentences.
3. School lunches may only use ingredients from the Cooking up Change ingredient list. Pre-packaged items (margarine packets, graham cracker packets, etc.) on the list may be served as is, but cannot be opened and used in recipe preparation. Please list all ingredients exactly as they appear in the ingredient list. (See page 13.)
4. The main dish may not include more than 10 ingredients. The vegetable side dish may not include more than eight ingredients. The fruit side dish may not include more than four ingredients. (Water and pan coating are the only two items that may be added that do not count as ingredients.)
5. School lunches must include at least one local produce item. (See ingredient list for items marked "LOCAL.")
6. School lunches must meet the contest nutrition requirements. (See page 6.)
7. In addition to basic kitchen utensils and supplies, teams may only use the following equipment: oven, stove top, steamer, refrigerator and freezer. The use of food processors, blenders, waffle irons, grills and other such appliances is not permitted.
8. Teams may only use basic knife skills in the preparation of their recipes.
9. School lunches must be able to be served in a school cafeteria, so labor-intensive recipes are prohibited. (No pastries or breads from scratch, no de-boning chicken, no supreming oranges, no rolling out dough, or similar time-consuming techniques.)
10. Recipes may not require any pre-day preparation (no over-night marinating, for example) and cannot be served frozen.
11. Each school lunch may not cost more than \$1.25. Approximate costs are provided on ingredient list.
12. All recipes must be submitted electronically using the Cooking up Change recipe form. (See page 28.) The form must be filled out completely, including nutrition information for each ingredient. Incomplete recipes will not be accepted.
13. Teams that do not meet recipe submission deadlines may not be eligible to win.
14. On the day of the contest, teams must prepare food exactly according to the HSC approved recipes.
15. Each team must follow the sanitation guidelines of the National Restaurant Association's ServSafe program.

# Contest Nutrition Requirements



## MAIN DISH

- The main dish must contain 2.0-3.0 units of meat or meat alternative (M/MA) per serving. See ingredient list on page 14 to calculate units of M/MA.
- The main dish must contain at least 2.0 units of grains (G) per serving. See ingredient list on page 14 to calculate units of G.



## VEGETABLE SIDE DISH

- Vegetables must be the main component of this dish.
- This dish must contain at least  $\frac{1}{2}$  cup of vegetables per serving. That cup must be either  $\frac{1}{2}$  cup of a single vegetable, or  $\frac{1}{4}$  cup each of two different vegetables. (For example, you can use  $\frac{1}{2}$  cup of broccoli OR  $\frac{1}{4}$  cup of broccoli and  $\frac{1}{4}$  cup of carrots.)
- Beyond that  $\frac{1}{2}$  cup, additional vegetables may be added in any quantity (for example, you can add 2 tablespoons chopped onion to  $\frac{1}{4}$  cup broccoli and  $\frac{1}{4}$  cup carrots).

## FRUIT SIDE DISH

- Fruit must be the main component of this dish.
- This dish must contain at least  $\frac{1}{2}$  cup of fruit per serving.

## COMPETITIVE FOODS

One of the side dishes must also meet the following guidelines. Per serving:

- No more than 200 calories
- Less than 35 percent of calories from saturated fat
- Less than 230 mg of sodium

## TOTAL MEAL

Total meal (main dish and two side dishes) must meet these parameters:

- At least 550 but not more than 650 calories
- Less than 10 percent calories from saturated fat
- Less than 1420 mg sodium



## HSC WILL ADD AN APPLE, BABY CARROTS AND A CARTON OF MILK TO YOUR MEAL AT THE EVENT.

The apple, carrots and milk are for display only and will not count toward nutrition requirements or cost.

# Ordering



A copy of the ingredient list is included on pages 13-27. In order to ensure that the winning meal can be served to the district, teams may only use items on this list. Teams may order ingredients for both recipe development/practice as well as for the preparation of final entries.

For questions or problems with orders, contact Greg Orbin at [orbin-gregory@aramark.com](mailto:orbin-gregory@aramark.com).



## PLACING ORDERS

- Culinary instructors will send orders directly to Greg Orbin for processing.
- Each team has a budget of \$500 to spend on the competition.
- Refer to page 9 for order and delivery dates.

## RECEIVING ORDERS

- Delivery is only available on your school's regular delivery day.
- Your order will be delivered along with your school's regular shipment.
- On your delivery day, your team is responsible for going to the kitchen to get your order.



# Contest Details



## RECIPE SUBMISSIONS

- All recipes must be submitted electronically using the Cooking up Change Recipe Form on page 28. Incomplete forms will not be accepted.
- Teams must submit the first draft of their recipes to Kristi Cox ([kristi@healthyschoolscampaign.org](mailto:kristi@healthyschoolscampaign.org)) via email for evaluation by 5 p.m. on September 23, 2016.
- Kristi will reply by the end of day on September 27 with the evaluation. She will include suggestions if alterations are required.
- Teams can make changes and resubmit their recipes to HSC for feedback as many times as necessary, but must meet the recipe deadlines along the way and have a near-final draft prepared for the conference call with dietitians (see Important Dates on page 4).
- Teams must participate in a conference call with Aramark dietitians to fine tune their recipes and receive approval. Conference calls will be scheduled between teachers and dietitians.
- All teams must receive an email with Aramark's approval that all three recipes—main dish and both side dishes—together meet the nutritional requirements.
- All standardized recipes with Aramark's stamp of approval must be submitted to Kristi via email no later than 5 p.m. on November, 10 2016.
- Once recipes have been finalized, no additional changes can be made.
- Recipes turned in without approval from Aramark will not be eligible to win.



## AMOUNT OF FOOD TO PREPARE

- Each team must prepare two complete school lunches presented on lunch trays to display for the judges and guests.
- Each team must prepare 20 sample portions of each component of the school lunch for judges to taste.
- Each team will choose their favorite component of the school lunch to sample to the guests. Teams can choose either their main dish or one of their two sides to serve to the guests. Teams must prepare 300 additional tasting portions of that item, served in 3 oz. cups for guests to sample.



## JUDGING

- School lunches will be evaluated by a panel of judges. Entries will be rated on creativity, taste, appearance, and presentation to the judges.
- Please see the judging form on page 11 to prepare for the contest.
- The panel of judges will include chefs, food professionals, civic and business leaders, students and other community members.
- Teams will have three minutes to make a presentation to the panel of judges about their school lunch. A timekeeper will be present to keep the judging process on schedule. Teams should prepare their presentations according to the following format:
  - Introduce your team: 30 seconds
  - Introduce your menu: 1-2 minutes
  - Answer questions: 1-2 minutes
- Each team will be asked to answer the following question: "What was your inspiration for this dish?" You may want to prepare your answer in advance. Judges may ask additional questions as well.

# Judging Criteria

| CATEGORY  | POINTS POSSIBLE | POINTS GIVEN |
|---|-----------------|--------------|
| <b>Originality</b><br>Rate the originality and creativity of the school lunch menu.   | 10              |              |
| <b>Taste</b><br>Are the items seasoned correctly? Is there a balance between the main dish and side dishes? Is there a variety of textures? Does it taste good? Would you order it? | 20              |              |
| <b>Appearance</b><br>Does it look appetizing? Is there a variety of natural colors? Is the tray neatly plated?  | 10              |              |
| <b>Presentation</b><br>Did the team give an articulate, well-planned presentation?  | 10              |              |
| <b>Total</b>  | 50              |              |





# Day of Event Logistics



## SET UP

- Students must arrive in clean chef uniforms with hair properly restrained.
- Student teams will transport food in Cambros, which will be provided by CPS.
- Teams will store Cambros and other equipment for transport under their team tables.
- Students and chaperones will be provided with lunch after they set up and prior to the start of presentations to the judges.
- Teams may not wash dishes during the competition. At the end of the competition, teams will be able to wipe off and rinse the equipment they are taking back to their schools.
- Additional snacks will be provided for students in a designated break area.



## EQUIPMENT

HSC will provide:

- Two school lunch trays for entry presentation (one for judging table and one for team table) and three flat cafeteria trays for serving
- 3-ounce portion cups, napkins and eating utensils
- Water for chafing dishes
- Convection ovens
- Compostable gloves
- Wastebasket and compostable trash bags
- Two eight-foot tables (one for prepping and one for displaying entries)
- Menus, school signs and menu stands

Your team must provide:

- Calibrated food thermometers with anti-bacterial probe wipes
- Chafing dishes
- Tabletop butane burners if needed (the use of electricity at team stations is prohibited, do not bring warmers or other electric appliances)
- Serving utensils, knives, cutting boards, etc.
- Sanitizing solution in spray bottles and towels for cleaning
- Sterno

## BREAK DOWN

- As soon as the contest winners are announced, teams should pack up and prepare to leave the venue.
- Teams will board as their designated buses arrive. Boarding/departure time will run from 8:30 p.m. to 8:45 p.m., beginning with schools that have the farthest to travel.

**COOKING UP CHANGE IS A LOW-WASTE EVENT. HSC WILL PROVIDE COMPOSTABLE GLOVES, PLATES, NAPKINS AND UTENSILS. PLEASE DO NOT BRING DISPOSABLE PLASTIC ITEMS.**

