The School Lunch The 4-H Way: Extension Circular 9-54-2

Dorothea Follmer

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The Health of the Child is the Power of the Nation

The University of Nebraska Agricultural College Extension Service and United States Department of Agriculture Co-operating

W. H. Brokaw, Director, Lincoln
To Teachers of Nebraska:

The school lunch, properly supervised, contributes to the teaching of unselfishness, responsibility, self-respect, enjoyment of the most healthful foods, and reverence. It develops in the lives of the boys and girls good health habits of cleanliness, regular eating, cheerfulness, and refinement. The hot lunch enables the pupils to relish the noonday meals. As a result, they enjoy better digestion, good health, and a greater power and desire to study.

This circular on School Lunch Clubs is deeply appreciated for the splendid help offered to all teachers in Nebraska who are responsible for rural boys and girls during the noon hour.

Plan I gives to the teacher and pupils an opportunity to learn the best recipes and to avail themselves of a most helpful experience in organization. Plan II simplifies the serving of the hot lunch in those schools where all parents are willing to cooperate. Plans III and IV, the milk and fruit lunch supplement the lunches eaten at home or the carried lunch.

The serving of the hot lunch is not a requirement but should be welcomed by teachers as an opportunity to promote happy sociality, cooperation, and friendliness in place of the unhealthful "eat and run" habit. The serving of the school lunch the 4-H way has been an aid in discipline and an influencing factor in the success of many teachers.

Chloe C. Baldrige,
Director of Rural and Elementary Education,
State Department of Public Instruction

School Lunches the 4-H Way
Dorothea F. Pollmer

Daily Food Needs of Every Child

To be well fed, growing boys and girls need three nourishing meals a day, served at regular hours. Many boys and girls eat their midday meal at school, a meal that often leaves something to be desired from the standpoint of nutrition.

Since good food promotes proper growth, the noon meal at school should provide, first of all, enough of the right kind of food. But in addition there should be time to enjoy the meal and a pleasant place in which to eat. The 4-H School Lunch club will make possible these three requisites of the satisfactory noon meal at school.

The four plans proposed in this circular do not require a large amount of equipment nor a great expenditure of money. Farm-grown foods are plentiful and can make up a good share of the lunch menus this winter.

Without exception, teachers who have tried successfully the 4-H Club plan for school lunches say the pupils are happier and healthier all winter. With this the pupils themselves agree. Who would not prefer a group of happy boys and girls to one that is sullen and sick?

A lunch planned so that the daily food requirements are met each day will do much to conquer the malnutrition manifest in our country. Fortunately, 4-H clubs have the key to good nutrition. This key is based on the numbers 4, 3, 2, 2, 2, 2. If followed consistently, it will unlock the door to good nutrition. Every day's meals should be checked against this key, whose numbers, 4, 3, 2, 2, 2, 2, stand for:

4 cups of milk
3 servings of vegetables
2 servings protein foods
2 servings whole grain products
2 servings fruit
2 tablespoons fruit or tomatoes at least four times a week.
4-H School Lunches

It is not proposed that the entire lunch for each pupil be prepared at school, or heated before serving. Each child continues to bring most of his lunch in a pail or lunch basket from home in Plans I and II. One hot dish is served each day. This makes the food more appetizing and digestible. Plans III and IV supplement lunches eaten at home or the carried lunch.

Many teachers with high personal standards of food and health have found the club the means of improving conditions among some of their pupils or in the group as a whole. Cleanliness in eating, neatness around the school “kitchen” and “dining room,” no matter if it is only the corner of the school room, and sanitary disposal of garbage are all highly desirable habits to cultivate in the child.

School May Choose Plans I, II, III, or IV

Plan I of the School Lunch Club Project relates to the preparing and serving of lunches at school. Under Plan II the pupils bring the food in pint jars, which are heated in water just before noon. In Plan III the members take part in the milk lunch program. Under Plan IV they take part in the fruit lunch program. Each plan is adapted in one particular or another to different school situations. For instance, when children go home for lunch, the school may wish to organize 4-H clubs under plans III or IV. Each teacher and school is permitted to choose between them. Each of the plans may be continued indefinitely.

Problems and Recipes Are Furnished

Club members receive Problems Number I to V inclusive. Problem I concerns the lunch box and food selection. Problems II and III refer to table courtesies and food habits. Problems IV and V are based on health habits. Each problem contains a number of recipes which can be used in carrying out Plan I at school, or which may be suggested to the children and their mothers to use when filling the pint jars of Plan II, or in lunches eaten at home in plans III and IV.

Members Study More About Foods and Health

During the second year, the problems are numbered VI to X inclusive. They deal with digestion and the use of food, sweets for the school lunch, sound health, care of food in the home and the planning of gardens and food storage projects. More recipes are included in these problems, and the pupils get more thorough training in foods, health and hygiene.

In the third year, the club continues to use hot lunch club recipes and to study foods, but is given several problems and score cards pertaining to the keep well club work. This project emphasizes personal health and food habits.

Teacher Obtains Leader’s Circulars

As local leader of the club, the teacher receives leaders’ circulars and other detailed suggestions which will help her conduct group meetings, keep records, and use the problems and various score sheets. Much of this detail for Plan I is included in the latter part of this circular.

Members Keep Records Up To Date

Keeping records in school lunch club work, as in any other undertaking, is fun if the notations are made every day, but a real task if they are put off until tomorrow or next week. Plans II, III, and IV call for only a minimum of record keeping. Under Plan I, however, it is necessary for the club members to take turns keeping books to show how much food each pupil brings from home, and how many meals each pupil eats per week and month. The teacher must check this record book carefully and frequently to make certain that it is accurate.

Advantages of Plan I

In following Plan I, the teacher and pupils have the chance to use many well-balanced and wholesome recipes that may readily be copied in the homes of the children, thus building up the food standards of the community. The children all get a uniform hot dish each day. They take turns bringing the food material, such as eggs, milk, cocoa, and vegetables, from home. Members of the club encounter practical arithmetic and bookkeeping problems in keeping account of the food each club member brings from home, and the number of lunches he eats at school. The members also develop food and health habits and learn to assume responsibility in preparing and serving the lunches at school.

Advantages of Plan II

The pint jar plan or Plan II is much less work for the teacher and pupils in school. Less equipment is required, and very few records need be kept. Each child brings food from home in a pint jar. About eleven o’clock, the jars are placed in water in a big pan or kettle and put on the
stove to heat. The jars are taken home at night to be washed. Each child gets food of a quality similar to that served at home. When this plan is used, food standards are left up to the family.

Summing up the comparison, Plan I gives the opportunity to develop a more complete 4-H Club program as far as the food standards of the school children are concerned. Plan II offers the boys and girls a warm dish at noon to supplement their cold lunch, with a minimum of trouble and effort.

Suggested Equipment for Plan I

An oil stove, a cupboard or some curtained shelves, a double boiler, a large kettle and cover, standard measuring cup, large spoon, can opener, butcher knife, tablespoon, two teaspoons, two dish pans, a fork, two paring knives, 6 tea towels, four hot dish holders, and an oven if possible, are listed as the equipment needed in Plan I of the school lunch project. Each pupil must bring a cup or bowl, plate, teaspoon and fork from home. Such staple goods as flour, sugar, soda, salt, soap, and scouring powder should be provided and kept in stock at school. Other foods like rice, cocoa, crackers, macaroni, dried fruits, and canned goods may be kept at the schoolhouse, if a good place can be provided there for them.

Equipment for Plan II

A large, flat-bottomed pan or kettle with a lid to fit, a false bottom for the pan or kettle, some holders to handle warm jars, and a stove upon which the pan or kettle will sit are needed as school equipment when Plan II is followed. Oftentimes the heating stove in the schoolroom can be used, and no extra stove is needed. If the pint jars of food are to be heated on days when no fire is built in the school heater, a small oil stove, or a good camp stove would prove satisfactory. Pupils can bring their own dishes and spoons and take them home each night to be washed. It will be necessary to label each jar in order that each pupil may get his own jar out of the pan each day.

Teachers, County Agriculture or Home Demonstration Agents Should Interest Parents

Early in the fall, someone, usually the teacher or one of the Extension Agents, must interest the parents and children of the district in the school lunch project. This is particularly necessary if the lunches are to be prepared and served at school under Plan I. Contact with the parents may be established through the children, but it is usually worthwhile for the teacher to talk the matter over with the parents, also.

Another preliminary step to the organization of the club is to find out the age and ability of the boys and girls in school. One requirement of the 4-H Club organization is that the members be over 10 years of age. Younger boys and girls in school can be called associate members, however, and get all the benefits of the lunches.

County Agent Can Help Organize Club

Your county extension agent is in charge of all 4-H Club organization in your county and can help you start your club. If you have no county extension agent, write directly to the Extension Service, College of Agriculture, Lincoln, Nebraska, for the necessary blanks and material to start your club. Where equipment is available for home demonstration agents, they visit the clubs and weigh and measure the children. During these visits, planned to fit school hours, they supplement the regular club work with pantomimes, playlets, food games, and songs.

THE DETAILS OF PLAN I

Acquire equipment by means of:
1. Funds from the school district.
2. Funds from a social or entertainment.
3. A neighborhood shower at which the various utensils are donated.
4. Gifts from community club, church, or other society.
5. Loans from parents. This is the means by which oil stoves are often provided since such stoves are seldom used at home during cold weather.

Time Required

Often more satisfactory results are obtained where the stove is kept in the school room rather than being put in a hall or in the basement. Most of the food to be cooked does not require constant watching and the pupil acting as cook can continue studying. Only a small amount of school time, of course, should be used.

Each Member of the Club Should:
1. Complete at least six weeks of work: two as housekeeper, two as cook, and two as bookkeeper. (Do not have the same kind of work done through two consecutive weeks.)
2. Keep the time record. (It is well for each member to keep his problems all together in the book
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covers provided for this purpose. The problems will make a good cook book at the end of the club year.

3. Assist the club in meeting the standard club requirements.

4. Fill out a final report at the completion of the work.

Division of Work

To keep the work balanced, the members are divided into groups. Two members, or more, in a large school, serve together for a week as housekeepers; during the second week they are the cooks, and the third week, the bookkeepers. To earn the Certificate of Achievement, each member must serve at least six weeks and the School Lunch club, to earn their certificate, must continue at least 60 school days.

<table>
<thead>
<tr>
<th>Division</th>
<th>1st Week</th>
<th>2nd Week</th>
<th>3rd Week</th>
<th>4th Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housekeepers</td>
<td>John</td>
<td>Mary</td>
<td>Ann</td>
<td>Al</td>
</tr>
<tr>
<td></td>
<td>May</td>
<td>Al</td>
<td>Betty</td>
<td>James</td>
</tr>
<tr>
<td>Cooks</td>
<td>Bill</td>
<td>Jane</td>
<td>John</td>
<td>Mary</td>
</tr>
<tr>
<td></td>
<td>May</td>
<td>Al</td>
<td>Betty</td>
<td>Bill</td>
</tr>
<tr>
<td>Bookkeepers</td>
<td>Ruth</td>
<td>Fred</td>
<td>Bill</td>
<td>Jane</td>
</tr>
<tr>
<td></td>
<td>John</td>
<td>Mary</td>
<td>Ann</td>
<td>May</td>
</tr>
</tbody>
</table>

Note: Club Work is from Wednesday to Wednesday.

After a group has served in the three places, they later repeat the same order. The first week of the club is the only week that finds all members new to their duties for after that there is a rotation each week with two new members coming in as housekeepers. Some time during Friday the housekeepers, cooks, and the bookkeepers meet with the leader to plan the menu for the coming week. This is called the Committee Meeting. They also should decide what food each member of the club is to bring and when. The lists may be written on the board. The duties of the groups may be assigned somewhat as follows:

Housekeepers.—(1) Place napkins, dishes, and silver on desks or table. (2) Heat dishwater, wash and replace dishes on shelves. (3) With the aid of Leader, apportion supplies to be furnished by members. (4) Plan Friday with aid of Leader, the menus, and amounts needed. By Friday night notify members of supplies to be furnished by them for the coming week. Assign supplies that are convenient for the members to bring. (5) Keep room in order. (6) Keep cupboards clean and orderly.

Cooks.—(1) Prepare food and serve the luncheon dishes. (2) Have food ready at 12 o’clock.

Bookkeepers.—(1) Keep account in Bookkeeping book of the food brought by members. (2) Keep accurate record of the cost of recipes prepared each day. (3) Figure the cost of serving and summarize cost per pupil each day. (4) Balance bookkeeping by Tuesday night (at the end of the week’s work). Have record audited by Leader and Treasurer of the club.

Bookkeeping

Careful work done on bookkeeping will help to keep a good feeling throughout the district. A leader who is familiar with bookkeeping will have little difficulty in training the bookkeeping group to keep the books balanced each week. One who is not familiar will find the plan easy to follow if he or she will study the suggestions for this part of the work.

Blank pages for the bookkeeping will be sent each month. The club plan for bookkeeping is to keep an account for each individual. Each boy and girl is given credit for all food brought from home and a record is kept of what is eaten. As the books are balanced each week by the bookkeepers, the boys and girls know whether they are ahead (credit) or behind (debit) in their accounts.

In schools where one class, such as a food class, wishes to form the club and serve food to other pupils of the school who bring their lunches from home, a special arrangement for the bookkeeping is planned. An explanation of this plan will be found on page 11.

With the first problem there is being sent a page for the first sheet of the bookkeeping. All of the pages are to have holes in them for a loose leaf note book so they can be kept in good form with a stiff note book cover and rings. Some schools have made attractive covers.

Prices of Foods

<table>
<thead>
<tr>
<th>Article</th>
<th>Amount Usually Purchased</th>
<th>Farm &amp; Market prices</th>
<th>Amount Often Used</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milk</td>
<td>1 quart</td>
<td>$0.08</td>
<td>1 c.</td>
<td>$0.02</td>
</tr>
<tr>
<td>Sugar</td>
<td>1 pound</td>
<td>$0.06</td>
<td>1 c.</td>
<td>$0.03</td>
</tr>
<tr>
<td>Dried Beef</td>
<td>1 can</td>
<td>$0.25</td>
<td>1 can</td>
<td>$0.25</td>
</tr>
<tr>
<td>Eggs</td>
<td>1 dozen</td>
<td>$0.24</td>
<td>1 egg</td>
<td>$0.02</td>
</tr>
</tbody>
</table>

The “Price of Foods” sheet will assist in helping to estimate the cost of a recipe. Four articles are listed above to show the plan. The first time a food such as milk is used, the bookkeepers find the cost of milk in the community. Then this price can be used each time milk is needed, unless the price should go up or down in the winter. If this happens it may be listed again. The same is true of eggs and other foods.

If cream of potato soup is the dish served, the bookkeepers will find that 60 pounds of potatoes equal one bushel and they should find the market price. Next the
bookkeepers will want to know how many medium sized potatoes make a pound. We will suppose this is four. If potatoes are $1.20 a bushel, then each potato is worth one-half cent. Potatoes are added to the sheet on "Prices of Foods" and after the first time potatoes are used the bookkeepers can quickly figure the cost of the potatoes in a recipe. The same is true of the milk. The amount of butter used is figured the same way while the cost of the flour is so small it need not be estimated.

**Monthly Club Account**

After the bookkeepers have added new foods to the sheet on "Price of Foods" they are then ready to figure the cost of the recipe served that day. After this is done they record the data on the monthly club account. To do this fill in the date, the dish served, the number served, the cost of the recipe which is listed under cost per day. To find the cost per person for any individual day, divide the cost of the recipe served that day by the number served.

Some time Tuesday have the bookkeepers total the first two columns and then find the average for the last column, which is the average cost per person per day for the week. The bookkeepers should sign their names after their work is completed, and then turn the books over to the new bookkeepers. The bookkeepers who serve the last week in the month should fill in the "Summary for the Month." One blank for the "Monthly Club Account" will be sent for each month. Additional copies may be obtained from the County Extension Agent or from the Extension Service.

**Third Week of Month**

<table>
<thead>
<tr>
<th>Date</th>
<th>Dishes Served</th>
<th>Number Served</th>
<th>Cost per</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Day</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Cereal Mashed</td>
<td>12</td>
<td>$0.02</td>
</tr>
<tr>
<td>Thursday</td>
<td>Bean Soup</td>
<td>12</td>
<td>$0.02</td>
</tr>
<tr>
<td>Friday</td>
<td>4-H Club Soup</td>
<td>12</td>
<td>$0.02</td>
</tr>
<tr>
<td>Monday</td>
<td>Cream of Potato Soup</td>
<td>11</td>
<td>$0.02</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Creamed Dried Beef</td>
<td>11</td>
<td>$0.02</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>58</td>
<td>$1.59</td>
</tr>
<tr>
<td></td>
<td>Average</td>
<td>11 1/2</td>
<td>$0.32</td>
</tr>
</tbody>
</table>

**Bookkeepers Sign:**

Harry Smith
Mary Allen

**Summary for the Month**

<table>
<thead>
<tr>
<th>Week</th>
<th>Number Served</th>
<th>Cost per</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Day</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Person</td>
</tr>
<tr>
<td>First Week</td>
<td>54</td>
<td>$0.64</td>
</tr>
<tr>
<td>Second Week</td>
<td>60</td>
<td>2.35</td>
</tr>
<tr>
<td>Third Week</td>
<td>58</td>
<td>1.59</td>
</tr>
<tr>
<td>Fourth Week</td>
<td>59</td>
<td>1.31</td>
</tr>
<tr>
<td>For Month</td>
<td>231</td>
<td>$6.89</td>
</tr>
</tbody>
</table>

**Individual Account**

Enough "Individual Account" sheets are sent each month for each pupil in the school. If the attendance should change, more sheets will gladly be sent if requested.

Observe the sample entry for a week as it is given on page 11. The names of the pupils and the dates are filled in. You will note there are two Wednesdays in the first column. This is for the balance of the preceding week. At the beginning "00" would be placed on both sides. Then a day's record is added at a time. You will note John had scrambled eggs on Wednesday, which came to 2 cents that day. On Thursday he had creamed rice which cost 2 cents, etc. These are all listed under the debit side. On the other half of the page we will note that on the 15th John brought one-half dozen eggs and on the 21st he brought one-half pound of ham.

To balance this page on Tuesday the bookkeepers total the credit and debit sides. Place the larger amount just above the double lines; you will note in this case it is 23 cents while the debit side is only 17 cents. To make this balance we have to add .04 cents on the debit side. What ever is added to one side must be added to the other to show the balancing of an account. So 4 cents is placed on the credit side on the 22nd of the month, to balance the entry on the debit side. Thus we find that John had 4 cents to his credit at the beginning of the new week. This same plan is followed each week; in some weeks he may be ahead in others behind, and his "Individual Account" should show this.

**Modified Plan for Larger Schools**

In schools of more than one room it has been found satisfactory to have a group of the older pupils or sometimes the Home Economics class prepare the one hot dish which
is served to the children of the school who carry their cold lunches. Such groups may become the club members and take their turn at being the housekeepers, cooks, and bookkeepers.

Where the number served is large it is sometimes advisable to make the club members supervisors of the housekeeping and cooking. In this case draw from the non-club members who are served to assist with the work. For example, where a club consists of ten to fifteen members and fifty or sixty are served, one of the club members may supervise the dish washing while one of the non-club members washes the dishes and two others wipe them. This supervisory duty may be assigned after the club member has served two weeks as housekeeper, thus avoiding monotonous repetition of work.

To know how much food will be needed, a note is sent the various rooms the afternoon before telling of the cost and food to be served. Then the number desiring to be served is sent to the club. To simplify the bookkeeping for schools of this kind, a card system may be used like the one below. These will be furnished free by the Extension Service. The individual sheets may be returned, and the cards will be sent instead. Be sure to state the number of cards desired.

```
2 2 2 2 2 2 2 2 2 2
.. SCHOOL LUNCH CLUB
1 Ticket No. .......... Date. .......... 1
1 Issued to .......... 1
1 Received payment (Bookkeeper's Signature) 1
1 Void Unless Countersigned (Local Leader's Signature) 1
1
```

The pupils purchase their tickets for 50 cents. These may be paid for in money or supplies such as eggs and milk. The bookkeepers may keep the cards of the individual members in a filing case; then as the members pass around in cafeteria style, their cards may be punched and returned to the file.

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**PLAN III AND IV**

Plans III and IV, the milk lunch and the fruit lunch, are introduced to fill the need for *The Balanced Day’s Meals for Growing Boys and Girls*. These foods are the two which are most often deficient in the diet of the malnourished child.

Millions of boys and girls are not drinking the milk or eating the fruit they need to build sound teeth and strong bones for their growing bodies. An amazingly large number are not getting any milk and very little fruit—indispensable as they are for growth. Lack of milk and fruit in the diet results in malnutrition which is one of the most dangerous enemies of national morale, and, for that matter, of democracy. The malnourished child is handicapped to the extent that he is not able to enjoy the full advantages of his educational opportunities. He is not fully armed for citizenship. The milk and fruit lunch is one weapon to use to fight this dread scourge of malnutrition.

The 4-H milk and the 4-H fruit lunch can be used in schools where school lunches have never been organized before. The 4-H school lunch can now be carried on in the schools where the children go home for lunch. These foods will supplement the foods eaten at home or those of the carried lunch.

Some benefits derived from the 4-H School Lunch Program:

1. Boys and girls respond to group organization.
2. They learn parliamentary procedure.
3. They learn the value of records to show progress.
4. 4-H Club members receive circulars stressing good food habits.
5. Pins and charters are sent to show individual and club membership.
6. Members finishing the project are awarded Certificates of Achievement.
7. They enjoy the benefits of a balanced day’s meals *every day* as suggested in the 4-H School Lunch Program and acquire better health. Healthy people are able to excel in their undertakings.

**Requirements of the School Lunch Clubs**

In each of the four plans the first year clubs will study the following problems:
Problem I. The Lunch Box and Food Selection.
Problem II and III. Table Courtesies and Food Habits.
Problem IV and V. Health Habits. Each problem contains a number of recipes which can be used in carrying out the food habits suggested in Plans I, II, III and IV.

The second year clubs will study the following problems:
Problem VI. Digestion and Use of Food in the Body.
Problem VII. Sweets for School Lunches.
Problem VIII. Sound Health.
Problem IX. Care of Food in the Home.
Problem X. Planning for Health.

Besides the study of these problems each Plan will have definite requirements which follow:

Plan I
1. Study five health problems sent to each member.
2. Serve at least two weeks each as cook, housekeeper, and bookkeeper.
3. Score health habits twice.
4. Score food selection score card twice.
5. Score school lunch twice.

Plan II
1. Study health problems sent to each member.
2. Bring food for lunch in a pint jar for at least 60 days.
3. Use fifteen or more club recipes at home.
4. Score food habits twice.
5. Score health habits twice.
6. Score lunch box twice.

Plan III
1. Study five health problems sent to each member.
2. Take part in the milk lunch for at least 60 days.
3. Use fifteen or more of the club recipes at home.
4. Score food habits twice.
5. Score health habits twice.

Plan IV
1. Study five health problems sent to each member.
2. Take part in the fruit lunch for at least 60 days.
3. Use fifteen or more club recipes at home.
4. Score food habits twice.
5. Score health habits twice.