



# UNDERSTANDING THE REQUIRED FORMS

---

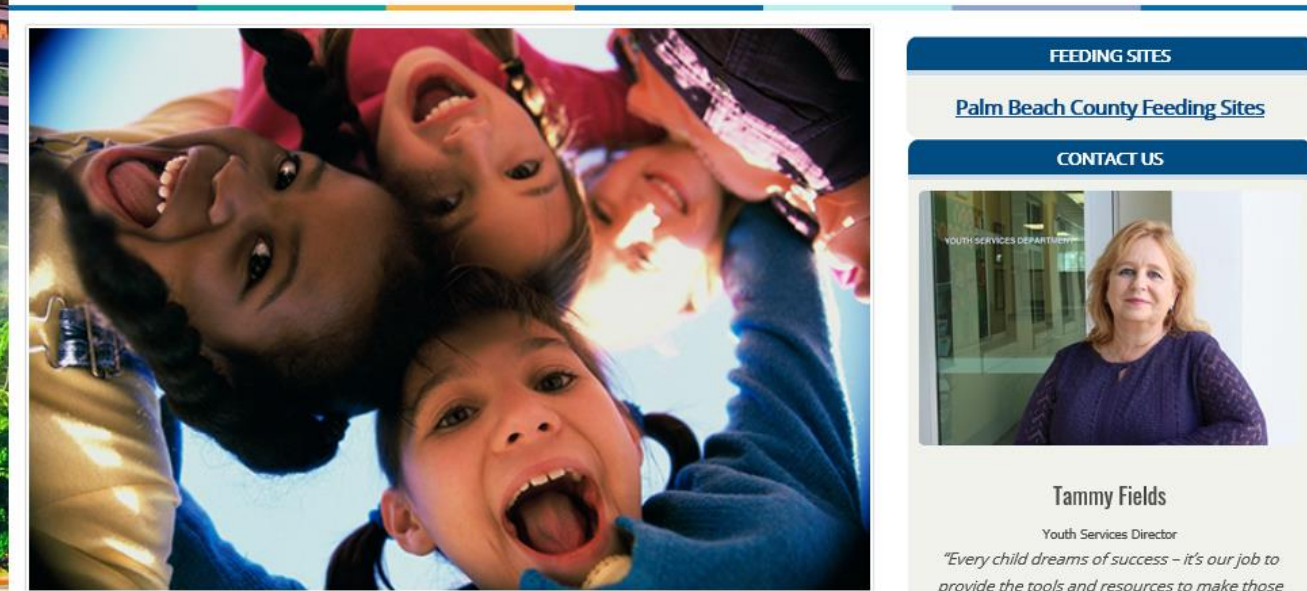
2021



**PALM BEACH COUNTY**  
Discover the Palm Beaches...  
the Best of Everything

## Youth Services

Home | Outreach & Community Programming | Residential & Family Counseling | Contact Us



### Mission Statement

Growing brighter futures by providing quality service, education, and access to resources and opportunities.

### Vision

Empowering youth and families to realize their full potential and be the driving force of a thriving community.

### Values

- Diversity and Equity
- Compassion and Empathy
- Open-Mindedness
- Commitment
- Respect

#### FEEDING SITES

[Palm Beach County Feeding Sites](#)

#### CONTACT US



**Tammy Fields**  
Youth Services Director  
*"Every child dreams of success – it's our job to provide the tools and resources to make those dreams come true."*  
50 S Military Trail  
Suite 203  
West Palm Beach, FL 33415  
[561-242-5700](tel:561-242-5700)

#### DIVISIONS

Outreach & Community Programming  
**Geeta Loach-Jacobson, Director**  
[561-242-5713](tel:561-242-5713)

Residential Treatment & Family Counseling  
**Twila Taylor, Director**





Respect

Publications

Videos

Social Media

### Latest News



#### Summer Food Service Program Distribution Dates Changed Due to July Fourth Holiday

In observance of the Independence Day holiday, the Summer Food Service Program (SFSP) will not distribute meals on Monday, July 5 at any of its county locations. The daily cold meal locations will return to their regular schedule on Tuesday, July 6. The Grab 'n Go sites at the Glades Road Branch an ...



#### Highridge Family Center Hosts Luau to Celebrate the End of the School Year

On June 16, The Highridge Family Center hosted a luau to celebrate the end of the school year and to thank staff for their hard work during this time of adversity. The luau was fun filled and action packed with a variety of games and decorations. The living room at Highridge was transformed into a ...



#### Youth Services' Summer Food Service Program Offering 68 Meal Sites

Palm Beach County Youth Services Department's Summer Food Service Program (SFSP) began its summer feeding on Monday, June 21 throughout Palm Beach County. The program offers daily cold meals at 46 sites where children will eat meals on-site. The program has also brought back the Grab 'n Go meal dis ...



#### Reducing Anxiety with the Rock vs Play Dough Coping Strategy

Have you noticed increased anxiety in you or your child? Nohemi Medrano, LMHC and Crystal Gonzalez LMHC, licensed therapists with Palm Beach County Youth Services Department's Youth and Family Counseling program have put together a 2-minute video to help reduce anxiety and increase a sense of contr ...



#### Youth Services Department's Residential Treatment and Family Counseling Division Held Quarterly Meeting

[561-242-5713](tel:561-242-5713)

Residential Treatment & Family Counseling  
**Twila Taylor, Director**  
[561-625-2540](tel:561-625-2540)

Finance, Contracting & Administrative Services  
**Michelle Liska, Director**  
[561-242-5711](tel:561-242-5711)

Connect With Us:

- [Home](#)
- [Notice of Funding Opportunity](#)
- [Annual Report](#)
- [Birth to 22](#)
- [Community Based Agencies](#)
- [Education & Training Center](#)
- [Family Violence Intervention Program](#)
- [Palm Beach County Feeding Sites](#)
- [Future Leaders United for Change](#)
- [Highridge Family Center](#)
- [My Brother's Keeper](#)
- [Summer Camp](#)
- [Summer Food](#)
- [Youth & Family Counseling](#)
- [Youth Empowerment Centers](#)



### NEWSLETTER






 United States Department of Agriculture

**School's Out!**  
**POWER UP**  
 for  
**Summer Fun!**

**SUMMER MEALS**  
 for KIDS & TEENS  
 Being Served in Your Community

To find a nearby site:  
 Call 1-866-348-6479  
 Go to [www.fns.usda.gov/summerfoodrocks](http://www.fns.usda.gov/summerfoodrocks)  
 Text FOOD to 877-877 operated by a USDA Partner

Open to all children 18 and younger  
**NO Enrollment, NO Cost!**



USDA is an equal opportunity employer and provider.

The Summer Food Service Program (SFS) provides meals and snacks to children during the summer months (June-August). The Palm Beach County Youth Services Department administers and monitors this program, funded by the USDA and the Department of Education. Sites are located throughout Palm Beach County. Visit our website for more details!
















**Contact:** Please contact the Palm Beach County Youth Services Department with any questions regarding the summer food program.

Gus Wessel, Program Coordinator: Phone: (561) 242-5705 • Email: [hwessel@pbcgov.org](mailto:hwessel@pbcgov.org)




50 S. Military Trail, Suite 203, West Palm Beach, FL 33415  
 VISIT US ON THE WEB @ [www.pbcgov.org/youthservices](http://www.pbcgov.org/youthservices)

Connect With Us:   

-  [Home](#)
-  [Notice of Funding Opportunity](#)
-  [Annual Report](#)
-  [Birth to 22](#)
-  [Community Based Agencies](#)
-  [Education & Training Center](#)
-  [Family Violence Intervention Program](#)
-  [Palm Beach County Feeding Sites](#)
-  [Future Leaders United for Change](#)
-  [Highridge Family Center](#)
-  [My Brother's Keeper](#)
-  [Summer Camp](#)
-  [Summer Food](#)
-  [Youth & Family Counseling](#)
-  [Youth Empowerment Centers](#)



 **Provider Training:** If your site is approved to serve in 2021 and you need staff members to attend the Site Supervisor Training, please contact Program Coordinator Gus Wessel at 561-242-5705.

 [2021 Site Application](#)

 [Food Site Locator](#)

 [Summer Programming Reports](#)

 [FAQs](#)



## 2021 Summer Food Service Program Application

Do you plan to participate in the SFSP for Summer 2021?\*

- Yes
- No

Did you participate in the SFSP in 2020?\*

- Yes
- No

Site Name \*

Site Address\*

Address Line 1

Address Line 2

City

State

ZIP Code

***If you have multiple locations participating in the 2021 Summer Food Service Program please fill out a registration e-form for each location.***

Site Owner Name \*

Contact Person \*

Site Supervisor Name \*

Site Supervisor Phone Number \*

Site Supervisor Email Address \*

Alternate Site Supervisor Name \*

Alternate Site Supervisor Phone Number \*

Alternate Site Supervisor Email \*

Age range of children served (Check all that apply) \*

- 1-4
- 5-10
- 11-13
- 14-18
- Check All

Days you will be serving (Check all that apply) \*

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Check All

Type/Location of Site \*

- Church
- Community Center
- Daycare
- Parks and Recreation Center
- School
- Other:

Are you an Early Learning Coalition (ELC) Site? \*

- Yes
- No

# Before service begins:



## Sponsor/Site Agreement- Template Summer Food Service Program

Name of Site: Camp Happy Site # 0001  
 Address of Site: 123 Smile St  
 City: WPPB State: FL Zip: 33409  
 Person in Charge of Site: Erin Gec  
 Telephone of the person in charge: 561-676-0000

The person named above agrees to:

1. Serve meals to all needy children 18 years of age and under (or persons 19 and over who are mentally or physically disabled and participating in a public or private nonprofit school program for the mentally or physically disabled).
2. Ensure that no meals are removed from the site with the exception of transfer of meals and field trips with prior approval from Sponsor Representative.
3. Provide adequate supervision during meal service with accurate "Point of Service" meal counts.
4. Maintain and submit on a timely basis such reports and records as required by the Sponsor including the daily meal roster and weekly report.
5. Immediately report, to the sponsor, any changes in the number of meals required as attendance fluctuates.
6. Report immediately any other problems in regard to meal service.
7. Abide by all SFSP regulations and special instructions that have been provided by the sponsor.
8. Attend sponsor training sessions.
9. Refuse to receive meals that are spoiled, frozen, damaged, or not within appropriate temperature ranges.
10. Be responsible to the program for the reimbursement of all disallowed meals.
11. Immediately notify the sponsor of any meal service times that need to be changed or are not being met.
12. If meals are not prepared on site, immediately notify the sponsor if meals are not delivered at the scheduled times.
13. Comply with civil rights laws and regulations.
14. Ensure the trained Site Supervisor or approved alternate contact is on site during meal service.
15. Will not accept meals from another sponsor.
16. Site is not receiving federal funds from other sources for meals.
17. Ensure a copy of the DOH inspection is submitted to the sponsor.
18. Ensure "And Justice for All" poster is displayed in a prominent location.
19. Ensure site maintains required documents on site (e.g., Site Supervisor's Record of Meals Served)
20. Has not signed an agreement with another summer sponsor.

This is to certify that I have read and agree to the above statement and understand that any violation of these guidelines may result in prosecution under applicable state and federal statutes. In addition, if there is any violation of the above mentioned rules, the sponsor reserves the right to immediately terminate the site and to not consider the site for renewal in the following year.

Erin Gec Site Supervisor Signature     Katey Linnan Sponsor Signature     05/31/21 Date  
 [confirm signature matches listed supervisor]     [Monitor SFSP staff signs]



## Supply Agreement

Site Name: Camp Happy  
 Site #: 0001

The following items are being provided to your site to help you participate in the Palm Beach County Summer Food Program. The thermometers and clicker must be returned to your site monitor at the end of summer. If it is not returned, you will be responsible for reimbursement to Palm Beach County, Board of County Commissioners, Youth Services Department, Outreach & Community Programming Division. The remaining items do not need to be returned.

- Food Thermometer
- Refrigerator Thermometer
- Clicker
- Trash Bags
- Disinfectant Spray/Wipes
- Gloves
- Alcohol Swabs
- In Justice for All Poster

I confirm that I have received the items listed above:

Erin Gec 5/31/2021 Site Supervisor's Signature and Date     Katey Linnan 05/31/21 Monitor's Signature and Date

The following items must be returned to the Site Monitor:

- Food Thermometer
- Refrigerator Thermometer
- Clicker

Must return items + receive signatures after site closes

I confirm that I have returned the items listed above:

\_\_\_\_\_  
 Site Supervisor's Signature and Date     Monitor's Signature and Date

Sponsor/Site Agreement- Template  
Summer Food Service Program



**Camp Happy**  
Supervisor: Erin Gee  
Alternate: Lara Cee

Name of Site: Camp Happy Site # 0001  
 Address of Site: 123 smile st  
 City: WPB State: FL Zip: 33409  
 Person in Charge of Site: Erin Gee  
 Telephone of the person in charge: 561-676-0000

The person named above agrees to:

1. Serve meals to all needy children 18 years of age and under (or persons 19 and over who are mentally or physically disabled and participating in a public or private nonprofit school program for the mentally or physically disabled).
2. Ensure that no meals are removed from the site with the exception of transfer of meals and field trips with prior approval from Sponsor Representative.
3. Provide adequate supervision during meal service with accurate "Point of Service" meal counts.
4. Maintain and submit on a timely basis such reports and records as required by the Sponsor including the daily meal roster and weekly report.
5. Immediately report, to the sponsor, any changes in the number of meals required as attendance fluctuates.
6. Report immediately any other problems in regard to meal service.
7. Abide by all SFSP regulations and special instructions that have been provided by the sponsor.
8. Attend sponsor training sessions.
9. Refuse to receive meals that are spoiled, frozen, damaged, or not within appropriate temperature ranges.
10. Be responsible to the program for the reimbursement of all disallowed meals.
11. Immediately notify the sponsor of any meal service times that need to be changed or are not being met.
12. If meals are not prepared on site, immediately notify the sponsor if meals are not delivered at the scheduled times.
13. Comply with civil rights laws and regulations.
14. Ensure the trained Site Supervisor or approved alternate contact is on site during meal service.
15. Will not accept meals from another sponsor.
16. Site is not receiving federal funds from other sources for meals.
17. Ensure a copy of the DOH inspection is submitted to the sponsor.
18. Ensure "And Justice for All" poster is displayed in a prominent location.
19. Ensure site maintains required documents on site (e.g., Site Supervisor's Record of Meals Served)
20. Has not signed an agreement with another summer sponsor.

This is to certify that I have read and agree to the above statement and understand that any violation of these guidelines may result in prosecution under applicable state and federal statutes. In addition, if there is any violation of the above mentioned rules, the sponsor reserves the right to immediately terminate the site and to not consider the site for renewal in the following year.

Erin Gee      Kately Insina      05/31/21  
 Site Supervisor Signature      Sponsor Signature      Date  
 [confirm signature matches listed supervisor]      [Monitor/SFSP staff signs]





# Camp Happy

Supervisor: Erin Gee

Alternate: Lara Cee



## Supply Agreement

Site Name: Camp Happy

Site #: 0001

The following items are being provided to your site to help you participate in the Palm Beach County Summer Food Program. The thermometers and clicker must be returned to your site monitor at the end of summer. If it is not returned, you will be responsible for reimbursement to Palm Beach County, Board of County Commissioners, Youth Services Department, Outreach & Community Programming Division. The remaining items do not need to be returned.

- Food Thermometer
- Refrigerator Thermometer
- Clicker
- Trash Bags
- Disinfectant Spray/Wipes
- Gloves
- Alcohol Swabs
- **In Justice for All** Poster

I confirm that I have received the items listed above:

Erin Gee 5/31/2021  
Site Supervisor's Signature and Date

Kaley Jensen 05/31/21  
Monitor's Signature and Date

The following items must be returned to the Site Monitor:

- Food Thermometer
- Refrigerator Thermometer
- Clicker

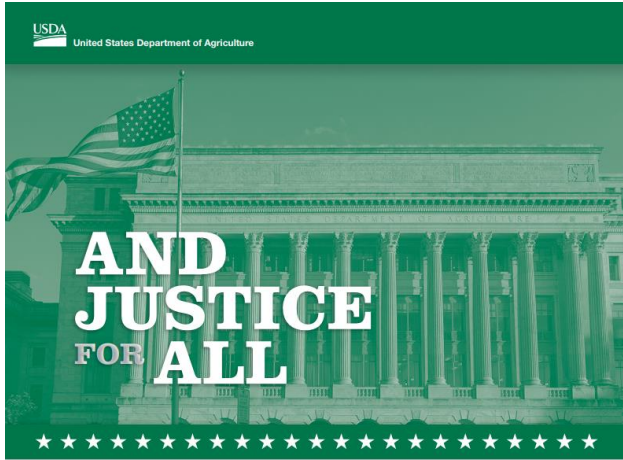
Must return items +  
receive signatures after  
site closes

I confirm that I have returned the items listed above:

\_\_\_\_\_  
Site Supervisor's Signature and Date

\_\_\_\_\_  
Monitor's Signature and Date

# Point of Service (POS)



In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.)

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (800) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at <https://www.ascr.usda.gov/sites/default/files/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17FA2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

**mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or  
**fax:**  
(833) 256-1665 or (202) 690-7442;

**email:**  
program.intake@usda.gov.  
This intake is an equal opportunity provider.

Conforme a la ley federal y las políticas y regulaciones de derechos civiles del Departamento de Agricultura de los Estados Unidos (USDA), esta institución tiene prohibido discriminar por motivos de raza, color, origen nacional, sexo, edad, discapacidad, venganza o represalia por actividades realizadas en el pasado relacionadas con los derechos civiles. (no todos los principios de prohibición aplican a todos los programas).

La información del programa puede estar disponible en otros idiomas además del inglés. Las personas con discapacidades que requieren medios de comunicación alternativos para obtener información sobre el programa (por ejemplo, Braille, letra agrandada, grabación de audio y lenguaje de señas americano) deben comunicarse con la agencia estatal o local responsable que administra el programa o con el TARGET Center del USDA al (800) 720-2600 (voz y TTY) o comunicarse con el USDA a través del Servicio Federal de Transmisión de Información al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe completar un formulario AD-3027, Formulario de queja por discriminación del programa del USDA, que se puede obtener en línea, en <https://www.ascr.usda.gov/sites/default/files/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17FA2Mail.pdf>, en cualquier oficina del USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida al USDA. La carta debe contener el nombre, la dirección y el número de teléfono del reclamante, y una descripción escrita de la supuesta acción discriminatoria con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR, por sus siglas en inglés) sobre la naturaleza y la fecha de la presunta violación de los derechos civiles. La carta o el formulario AD-3027 completado debe enviarse al USDA por medio de:

**correo postal:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410, o

**fax:**  
(833) 256-1665 o (202) 690-7442;

**correo electrónico:**  
program.intake@usda.gov.  
Esta institución ofrece igualdad de oportunidades.



## 2021 SUMMER FOOD SERVICE PROGRAM

### BREAKFAST & SNACK and Covid-19 Grab-n-Go

R3.27.21



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>CYCLE 1</b>	<b>CYCLE 1</b>	<b>CYCLE 1</b>	<b>CYCLE 1</b>	<b>CYCLE 1</b>
<b>Breakfast</b> 1 oz. Cereal Bowl *1 c Fresh Fruit 8 oz. 1% Milk	<b>Breakfast</b> 2 oz. IW Cinnamon Raisin Roll *6 oz Fruit Juice 100% 8 oz. 1% Milk.	<b>Breakfast</b> 1 oz. Cereal Bowl *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 2 oz. WG Fruit Muffin *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 1.5 oz. Granola Bar 2 pk/42g ea. *6 oz Fruit Juice 100% 8 oz. 1% Milk.
<b>Snack</b> *1 c Fresh Fruit Teddy Grahams 1 oz	<b>Snack</b> 6 oz Fruit Juice 100% 2 oz. IW Cinnamon Raisin Roll *served with 1 margarine and 1 jelly PC	<b>Snack</b> *1 c Fresh Fruit *.75 oz Cheddar Goldfish <i>1oz Grain eq</i>	<b>Snack</b> *1 c Fresh Fruit 2 oz. WG Fruit Muffin	<b>Snack</b> 6 oz Fruit Juice 100% 1oz Animal Crackers
<b>CYCLE 2</b>	<b>CYCLE 2</b>	<b>CYCLE 2</b>	<b>CYCLE 2</b>	<b>CYCLE 2</b>
<b>Breakfast</b> 1 oz. Cereal Bowl. *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 2 oz. IW WG Potato Bun *6 oz Fruit Juice 100% 8 oz. 1% Milk.	<b>Breakfast</b> 1 oz. Cereal Bowl *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 2 oz. WG Fruit Muffin *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 1.5 oz. Granola Bar 2 pk/42g ea. *6 oz Fruit Juice 100% 8 oz. 1% Milk.
<b>Snack</b> *1 c Fresh Fruit 1.5 oz. Granola Bar 2 pk/42g ea.	<b>Snack</b> *6 oz Fruit Juice 100% 2 oz. IW WG Potato Bun *served with 1 margarine and 1 jelly PC	<b>Snack</b> *1 c Fresh Fruit *.75 oz Goldfish Pretzels <i>1oz Grain eq</i>	<b>Snack</b> *1 c Fresh Fruit 2 oz. WG Fruit Muffin	<b>Snack</b> 6 oz Fruit Juice 100% 1 oz WG Bug Bite Grahams
<b>CYCLE 3</b>	<b>CYCLE 3</b>	<b>CYCLE 3</b>	<b>CYCLE 3</b>	<b>CYCLE 3</b>
<b>Breakfast</b> 1 oz. Cereal Bowl *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 2 oz. IW Brioche Roll *6 oz Fruit Juice 100% 8 oz. 1% Milk.	<b>Breakfast</b> 1 oz. Cereal Bowl. *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 2 oz. WG Oat Bran Muffin *1 c Fresh Fruit 8 oz. 1% Milk.	<b>Breakfast</b> 1.5 oz. Granola Bar 2 pk/42g ea. *6 oz Fruit Juice 100% 8 oz. 1% Milk.
<b>Snack</b> *1 c Fresh Fruit Teddy Grahams 1 oz	<b>Snack</b> 6 oz Fruit Juice 100% 2 oz. IW Brioche Roll *served with 1 margarine and 1 jelly PC	<b>Snack</b> *1 c Fresh Fruit 1 oz. WG Bug Bite Grahams.	<b>Snack</b> *1 c Fresh Fruit 2 oz. WG Oat Bran Muffin	<b>Snack</b> 6 oz Fruit Juice 100% 1 oz Animal Crackers
*we serve 1/2 c extra fruit at breakfast and 1/2 c extra fruit at snack	*we serve 2 oz. extra juice at breakfast	*we serve 1/2 c extra fruit at breakfast and 1/2 c extra fruit at snack <i>*see Nutrition certification statement that .75oz serving is 1oz Grain equivalent</i>	*we serve 1/2 c extra fruit at breakfast and 1/2 c extra fruit at snack	*we serve 2 oz. extra juice at breakfast

## Palm Beach County Outreach and Community Programming Training



Palm Beach County Board  
County of Commissioners



Site: Camp Happy Site Number: 0001  
 Site Address: 123 smile st, wpb, fl 33409  
 Start Date: 07/07/21 End Date: 07/30/21  
*← service dates (not training date) →*

Summer Food Service Program TRAINING ATTENDANCE		
Training Date	Print Name	Signature
05/31/2021	Erin Ccc	Erin Ccc
05/31/2021	Lara Ccc	Lara Ccc
05/31/2021	Jessica MCC	Jessica MCC
05/31/2021	Justin Brown	Justin Brown
05/31/2021	Sara Jeanne	Sara Jeanne
05/31/2021	Bubba Jo	Bubba Jo
↑ Verify training date	↑ Any staff that will be serving MUST be trained.	↑ Make sure all names have signature.
	↓ Supervisors + Alternates are MOST important	



# Camp Happy

Supervisor: Erin Gee

Alternate: Lara Cee

## Palm Beach County Outreach and Community Programming Training



Palm Beach County Board  
County of Commissioners



Site: Camp Happy Site Number: 0001  
 Site Address: 123 Smile St, WPB, FL 33409  
 Start Date: 06/07/21 End Date: 07/30/21  
 ← Service dates (not training date) →

Summer Food Service Program TRAINING ATTENDANCE		
Training Date	Print Name	Signature
05/31/2021	Erin Gee	Erin Gee
05/31/2021	Lara Cee	Lara Cee
05/31/2021	Jessica Mee	Jessica Mee
05/31/2021	Justin Brown	Justin Brown
05/31/2021	Sara Jeanne	Sara Jeanne
05/31/2021	Bubba Jo	Bubba Jo
↑ Verify training date	↑ Any staff that will be serving <u>MUST</u> be trained.	↑ Make sure all names have signature
	↓ Supervisors + Alternates are <u>MOST</u> important	



# Daily Meal Count Record

## Summer Food Service Program Daily Meal Count

Sponsor Number: #1153	Sponsor Name: Palm Beach County BOCC
Site Number: 0001	Site Name: Camp Happy
Meal Type (circle):	BREAKFAST AM SNACK LUNCH PM SNACK SUPPER

Meal Information (List each food item prepared/delivered and temperature for each day of the week.)							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Milk	36°	36°	36°	35°	38°		
Vegetable							
Fruit	—	—	36°	35°	—		
Grain							
Meat	36°	36°	36°	35°	38°		

Meal Service							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	06/07/21	06/08/21	06/09/21	06/10/21	06/11/21		
Times Meals were Delivered/ Prepared	7:45	10:25	10:36	9:25	9:35		
# of Meals Delivered/Prepared	20	20	20	15	25		
# of Meals Leftover from Previous Day	∅	∅	10	2	∅		

## Summer Food Service Program Daily Meal Count

Sponsor Number: #1153	Sponsor Name: Palm Beach County BOCC
Site Number: 0001	Site Name: Camp Happy
Meal Type (circle):	BREAKFAST AM SNACK LUNCH PM SNACK SUPPER

Meal Information (List each food item prepared/delivered and temperature for each day of the week.)							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Milk	32°	35°	36°	34°	39°		
Vegetable							
Fruit							
Grain							
Meat	39°	36°	38°	Pizza	37°		

Meal Service							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	06/07/21	06/08/21	06/09/21	06/10/21	06/11/21		
Times Meals were Delivered/ Prepared	7:45	10:25	10:36	11:50	9:35		
# of Meals Delivered/Prepared	24	28	22	34	12		
# of Meals Leftover from Previous Day	∅	1	∅	∅	3		
# of Meals							



# Camp Happy

Supervisor: Erin Gee

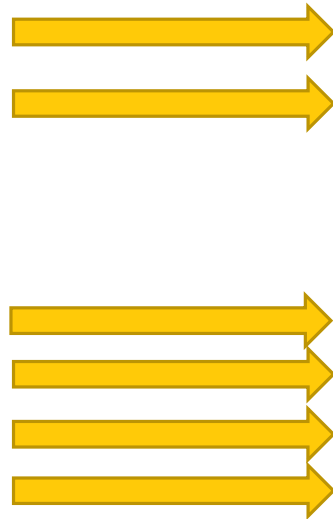
Alternate: Lara Cee

## Summer Food Service Program Daily Meal Count

Sponsor Number: #1153	Sponsor Name: Palm Beach County BOCC
Site Number: 0001	Site Name: Camp HAPPY
Meal Type (circle): <u>BREAKFAST</u> AM SNACK LUNCH PM SNACK SUPPER	

Meal Information (List each food item prepared/delivered and temperature for each day of the week.)							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Milk	36°	36°	36°	35°	38°		
Vegetable							
Fruit	—	—	36°	35°	—		
Grain							
Meat	36°	36°	36°	35°	38°		

Meal Service							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	06/07/21	06/08/21	06/09/21	06/10/21	06/11/21		
Times Meals were Delivered/ Prepared	7:45	10:25	10:36	9:25	9:35		
# of Meals Delivered/Prepared	20	20	20	15	25		
# of Meals Leftover from Previous			10	2	0		
# of Meals Transferred from Another Site	0	0	0	0	5		
# of Meals Transferred to Another Site	0	0	0	0	0		
TOTAL # of Meals Available	20	20	30	17	30		
TEST Meals	1	1	1	1	1		
# of First Meals Served	14	9	18	16	20		
# of Second Meals Served	5	0	9	0	8		
# of Meals Disallowed, Damaged, Etc.	0	0	0	0	0		
TOTAL # of Meals Served	19	9	27	16	28		



← If transfers listed - confirm there is corresponding paperwork

← Must test a meal at each service

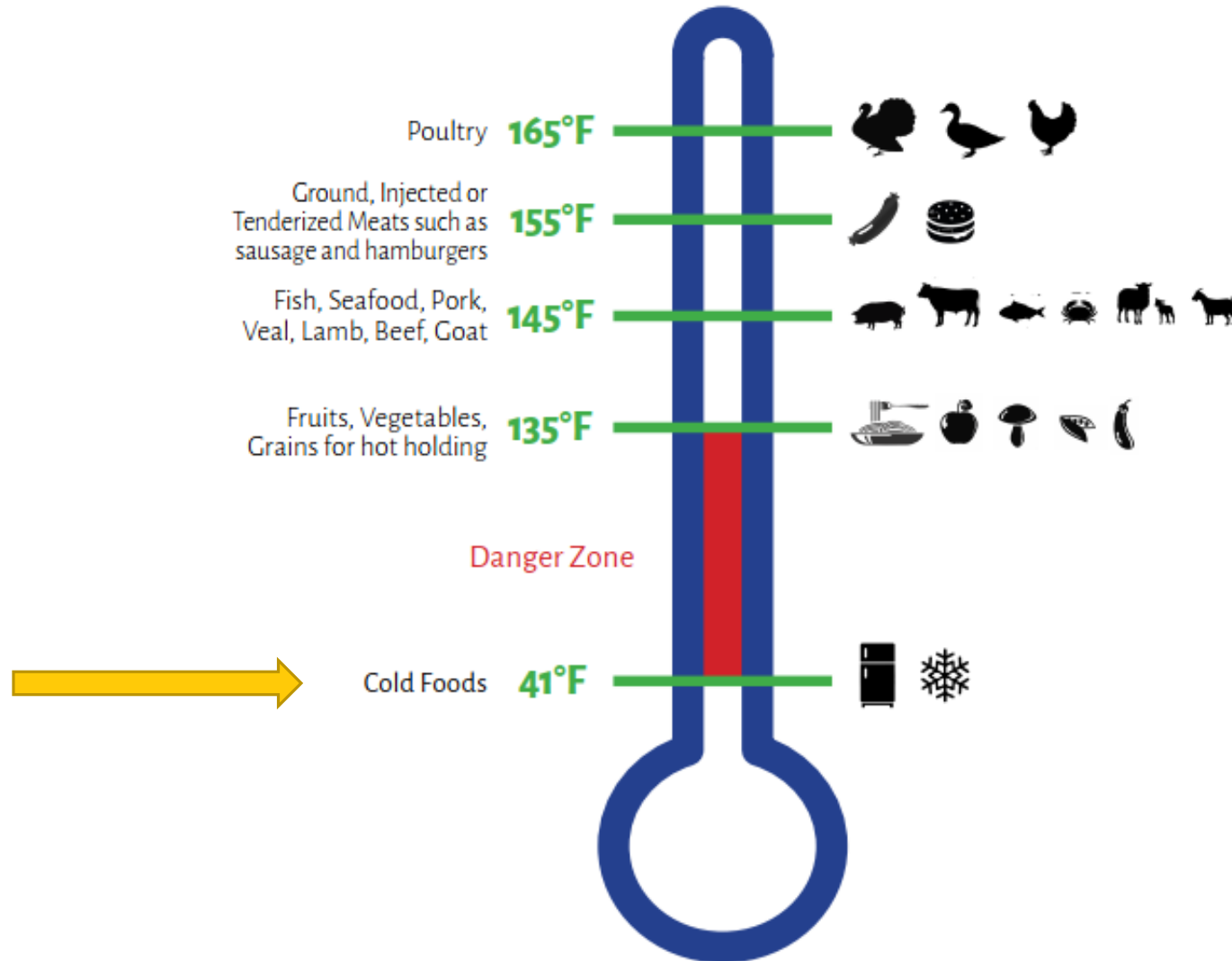
By signing below, I certify that the above information is accurate and complete.

(confirm name + signature matches SV or alternate)



Site Supervisor Printed Name: Lara Cee     
 Site Supervisor Signature: Lara Cee     
 Date: 06/11/2021

## Food Temperature Cooking Requirements



## FOOD STORED WITHOUT TEMPERATURE CONTROL

According to FDACS, what foods do NOT need to be temperature checked?

Dry baked goods

Breads without veg, meat, or cheese

Whole fruits

Salads comprised of raw vegetables

Milk, meat, cut fruit needs to be temperature checked.

If food is being delivered out of temp, it should be declined and not received by the vendor.

FDACS requirements for food establishments displaying for sale or manufacturing foods that are possibly potentially hazardous foods stored without temperature control.

For the definition of Potentially Hazardous Foods see section 1-201.10 (B) (65) of the 2001 Food Code. Additional information on potentially hazardous foods can be found on [www.fda.gov](http://www.fda.gov) in the document titled "Evaluation and Definition of Potentially Hazardous Foods" (2001)

Examples of food products that are generally regarded as potentially hazardous foods and require temperature control (other than room temperature):

- Meat (beef, pork, lamb)
- Poultry (chicken, turkey, duck)
- Fish
- Shellfish and crustaceans
- Eggs (except those treated to eliminate *Salmonella*)
- Milk and dairy products
- Heat-treated plant food (baked potato, cooked rice, beans, or vegetables)
- Raw sprouts
- Cut melons
- Untreated garlic and oil mixtures (i.e. not acidified or heat treated to be commercial sterile)
- Foods hermetically sealed or in reduced oxygen packaging that do not have control measures (i.e. acidification, heat treatment, etc.) that prevent the growth and toxin production of *Clostridium botulinum*

Examples of foods generally regarded as non-potentially hazardous foods and do not require temperature control:

- Dry baked goods like crackers, cookies, brownies, and cupcakes
- Typical breads without any vegetable, meat or cheese added
- Typical fruit jams, jellies, or preserves as described in 21 CFR Part 150





# Declined/Damaged Meals

## DAMAGED MEALS RECORD SHEET

SITE NAME Camp Happy

DATE	SIGNATURE	B	L	S	REASON
<u>06/08/21</u>	<u>Kaley Jussnar</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Wet Meal (x1)</u>
<u>06/09/21</u>	<u>Kaley Jussnar</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Milk out of temp (x7)</u> <u>45°</u>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Monitor Signature Kaley Jussnar

Date 06/11/2021

# Town of Lake Park



Supervisor: Jorge Valle

Alternate: Tyler Shoens

## Summer Food Service Program Daily Meal Count

Sponsor Number: #1153	Sponsor Name: Palm Beach County BOCC
Site Number: 0505	Site Name: Town of Lake Park
Meal Type (circle): <u>BREAKFAST</u> AM SNACK LUNCH PM SNACK SUPPER	

Meal Information (List each food item prepared/delivered and temperature for each day of the week.)							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Milk	shelf stable						
Vegetable	↓						
Fruit							
Grain							
Meat							

Meal Service							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	6/21/21						
Times Meals were Delivered/ Prepared	6/18/21						
# of Meals Delivered/Prepared	763	109 boxes distributed with 7 breakfasts					
# of Meals Leftover from Previous Day	0	109 x 7 = 763					
# of Meals Transferred from Another Site	0						

## Summer Food Service Program Daily Meal Count

Sponsor Number: #1153	Sponsor Name: Palm Beach County BOCC
Site Number: 0505	Site Name: Town of Lake Park
Meal Type (circle): BREAKFAST AM SNACK <u>LUNCH</u> PM SNACK SUPPER	

Meal Information (List each food item prepared/delivered and temperature for each day of the week.)							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Milk	shelf stable						
Vegetable	↓						
Fruit							
Grain							
Meat							

Meal Service							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	6/21/21						
Times Meals were Delivered/ Prepared	6/18/21						
# of Meals Delivered/Prepared	763						
# of Meals Leftover from Previous Day	0						

# Town of Lake Park



Supervisor: Jorge Valle

Alternate: Tyler Shoens

109 boxes  
= 763 meals

Clicker is counting number of kids but you need to remember to recalculate according to meals.

## Summer Food Service Program Daily Meal Count

Sponsor Number: #1153	Sponsor Name: Palm Beach County BOCC
Site Number: 0505	Site Name: Town of Lake Park
Meal Type (circle): <u>BREAKFAST</u> AM SNACK LUNCH PM SNACK SUPPER	

Meal Information (List each food item prepared/delivered and temperature for each day of the week.)							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Milk	shelf stable						
Vegetable							
Fruit							
Grain							
Meat							

Meal Service							
Day of the Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date	6/21/21						
Times Meals were Delivered/ Prepared	6/18/21						
# of Meals Delivered/Prepared	763	109 boxes distributed with 7 breakfasts					
# of Meals Leftover from Previous Day	0	109 x 7 = 763					
# of Meals Transferred from Another Site	0						
# of Meals Transferred to Another Site	0						
<b>TOTAL Number of Meals Available</b>	<b>763</b>						
TEST Meals	0						
# of First Meals Served	763						
# of Second Meals Served	0						
# of Meals Disallowed, Damaged, Etc.	0						
<b>TOTAL # of Meals Leftover</b>	<b>0</b>						

By signing below, I certify that the above information is accurate and complete.

Jorge A. Valle

Site Supervisor Printed Name

Site Supervisor Signature

6/21/21

Date

Palm Beach County Board of County Commissioner's Summer Feeding

Child Eligibility Verification



Sponsor Number: 1153

Date of Distribution: 6/21/2021

Location: Town of Lake Park

Number	Is Child Present?	Parent's Name	Child's Name	Identification Provided
1	Yes	← If child is present, no additional information required.		
2	Yes			
3	Yes			
4	Yes			
5	NO	Leah Perez	Jaxon Perez	birth certificate
6	NO	Leah Perez	Parker Forbes	Immunization Records
7	Yes			
8	Yes			
9	Yes			
10	Yes			
11	Yes			
12	Yes			
13	NO	Donna Brown	Stephanie Trsinar	student ID
14	NO	Donna Brown	Kaley Trsinar	student ID
15	NO	Adam Walters	Everly Walters	passport
16	NO	Adam Walters	Adelyn Walters	passport
17	Yes			
18	Yes			
19	Yes			
20	Yes			

↑ If reporting 20 boxes were served, must provide information in 20 rows.

Shelf-stable sites must also submit a Child Eligibility Verification Form with each Daily Meal Count Record. The number of boxes distributed must match the number of children verified on this form.



**THANK YOU & PLEASE CONTACT US IF YOU  
NEED ANY ADDITIONAL ASSISTANCE.**

---

MAIN NUMBER: 561-242-5713

PROGRAM COORDINATOR: 561-242-5705

SENIOR PROGRAM SPECIALIST: 561-242-5730