## Making the Grade

Five points are available for each factor. Documentation does not need to be sent with this form; however, it must be maintained for audit. Please answer each question honestly. If you score a 90% or better on *Making the Grade,* submit it by email to Julie Luht at luht.julie@jobcorps.org. Your center will receive a certificate of recognition.

**Cafeteria Food, Nutrition, and Quality**

| **Factor** | **Documentation** | **Formula** | **Score** |
| --- | --- | --- | --- |
| Fresh produce, raw or cooked | Weekly menu | Frequency over last 7 days* 5 points for >15 meals
* 4 points for 13-14 meals
* 3 points for 11-12 meals
* 2 points for 9-10 meals
* 1 point for 7-8 meals
* 0 points for <7 meals
 |  |
| Healthy beverages | Summary of offerings | * 5 points if the cafeteria does not offer any carbonated/sweetened beverages
* 4 points if carbonated/sweetened beverages are offered no more than once per week
* 3 points if carbonated/sweetened beverages are offered more than once per week, but not offered at every lunch and dinner
* 2 points if carbonated/sweetened beverages are offered, but are not available at breakfast
* 1 point if limits are placed on carbonated or sweetened beverages, not otherwise specified
* 0 points if carbonated or sweetened beverages are offered at all meal times
 |  |
| Whole grains | Weekly menu | * 5 points if center offers whole grain products (e.g., brown rice, whole grain bread or pasta) whenever whole grain product is available
* 4 points if at least 75% of the grains offered are whole grains
* 3 points if 50%-74% of the grains offered are whole grains
* 2 points if 25%-49% of the grains offered are whole grains
* 1 point if 10%-24% of grains offered are whole grain
* 0 points is less than 10% of grains offered are whole grain
 |  |
| Serving size | Summary of policy | * 5 points if center has policies for serving sizes **and** policies take into account students’ caloric needs and food service budget **and** front-line staff receive daily instruction on proper serving sizes for entrées
* 4 points if missing one item from 5 point criteria
* 3 points if center has policies, but policies do not meet the above criteria
* 2 points if no formal policy, but center limits portion sizes
* 1 point if policy is not uniformly followed
* 0 points if center does not have policies related to serving size
 |  |
| Fresh, seasonal foods | Weekly menu that designates menu items chosen based on seasonal availability  | * 5 points if center plans menus based on seasonal availability and local produce throughout the year **and** utilizes local farms and producers whenever available **and** uses produce from a center garden
* 4 points if center meets criteria above only during certain seasons
* 3 points if center plans menus based on seasonal availability and local produce but does not utilize local farms or center gardens
* 2 points if above criteria is inconsistently taken into account
* 1 point if menus change based on the season, but above criteria is not met
* 0 points if center does not take seasonal availability into account
 |  |
| Vegetarian options | Weekly menu with vegetarian choices circled | Frequency over 7 days* 5 points if vegetarian entrées (other than salad bar) are offered >15 meals
* 4 points if vegetarian entrées (other than salad bar) are offered 13-14 meals
* 3 points if vegetarian entrées (other than salad bar) are offered 11-12 meals
* 2 points if vegetarian entrées (other than salad bar) are offered 9-10 meals
* 1 point if vegetarian entrées (other than salad bar) are offered 7-8 meals
* 0 points if vegetarian entrées (other than salad bar) are offered <7 meals
 |  |
| Preparing items from scratch (vs. prepackaged items) | Weekly menu that designates menu items prepared from scratch | * 5 points if center serves no more than three prepackaged (e.g., frozen chicken nuggets, pizza, etc.) menu items per week and cooks everything else from scratch
* 4 points if center serves no more than one prepackaged item per day and cooks everything else from scratch
* 3 points if center serves no more than 2 prepackaged items per day and cooks everything else from scratch
* 2 points if center serves no more than 3 prepackaged items per day and cooks everything else from scratch
* 1 point if center cooks from scratch, but not as often as specified above
* 0 points if center relies entirely or almost entirely on prepackaged foods
 |  |
| Limiting desserts (excluding fruit and desserts that are <100 calories) | Weekly menu that designates limited desserts | * 5 points for desserts (cakes, pies, ice cream, etc.) offered no more than twice during the preceding week
* 4 points for desserts (cakes, pies, ice cream, etc.) offered 3-4 times during the preceding week
* 3 points for desserts (cakes, pies, ice cream, etc.) offered 5-6 times during the preceding week
* 2 points for desserts (cakes, pies, ice cream, etc.) offered at dinner time only (if center does not fit in categories above)
* 1 point for limits on desserts not specified above
* 0 points for no limits on desserts
 |  |
| **Total** |  |

**Creating an Environment/Culture of Healthy Eating and Activity**

| **Factor** | **Documentation** | **Formula** | **Score** |
| --- | --- | --- | --- |
| Staff members outside of health and wellness, recreation, or food service contribute to nutrition and physical activity education or promotion | List of staff members and their contribution | * 1 point for each staff member outside of health and wellness, recreation, or food service who contributes to nutrition and physical activity education or promotion (maximum of 5)
 |  |
| Healthy vending machine and student store options | Inventory of offerings | * 2 points for beverage sales limited to water, 100% fruit juices, and milk and/or daily alternatives
* 2 points for only low-fat snacks available
* 1 points for fresh fruit and/or vegetable options
* Full credit given to centers with no vending machines or food offerings in student store
 |  |
| Promotional materials | List of Materials | * 1 point for healthy eating/fitness messages in the cafeteria
* 1 point for healthy eating/fitness messages in recreation areas
* 1 point for healthy eating/fitness messages in the health and wellness center
* 1 point for healthy eating messages in residence halls (non-residential centers receive 1 point)
* 1 point for messages that promote relaxation, stress-relief, or mind-body exercise
 |  |
| Student clubs and activities that focus on healthy eating and exercise | Description of club | * 1 point for acharity athletic event organized (e.g., Race for the Cure) during the last 6 months
* 1 point for a walking or jogging club
* 1 point for a peer mentorship or leadership program related to health behaviors
* 1 point if student group organized a food-tasting party or a special event centered around healthy foods during the last 6 months
* 1 point for any nutrition or exercise groups not otherwise specified above
 |  |
| Community Connections | Flyer from event | * 1 point for a healthy eating or exercise-related guest speaker brought to center during the last 6 months
* 1 point for a health club connection (e.g., students can go to a local health club for a reduced rate)
* 1 point for a dietician/nutritionist/personal trainer/health professional who offers consultative services to the center
* 1 point for a nutrition- and fitness- community service activity in which Job Corps students or staff participate
* 1 point for connections with a local farm for food purchasing
 |  |
| **Total** |  |

**Physical Fitness and Exercise**

| **Factor** | **Documentation** | **Formula** | **Score** |
| --- | --- | --- | --- |
| Variety of group exercise classes | Recreation schedule | * 1 point for each different group exercise (e.g., aerobics, yoga, boot camp, dance) offered (maximum of 5)
 |  |
| Instruction for novice exercisers | Description of program | * 3 points for a system of 1:1 instruction for students
* 2 points for a class that targets novice exercisers
 |  |
| Using technology for exercise | Description of technology | * 2 points for an exercise gaming console (e.g., Wii Fit™ or Dance, Dance Revolution (DDR) ™)
* 2 points if pedometers are available to students
* 1 point for a library of greater than five exercise DVDs
 |  |
| Fitness Assessment | Number of assessments completed | * 1 point for each fitness assessment completed on a student (maximum of 5)
 |  |
| Outdoor activities | Description of activities | * 1 point for each different type of outdoor activity (hiking, biking, swimming, jogging or walking club, snowshoeing, etc.) offered on a regular basis (include entire year to account for seasonal activities) (maximum of 5)
 |  |
| Increase fitness offerings for female students | Description of program | * 1 point for each fitness offering targeted at female students (maximum of 5)
 |  |
| Trade-specific exercise programs | Description of activities | * 1 point for each trade for which a structured exercise program is offered (maximum of 5)
 |  |
| **Total** |  |

**Education**

| **Factor** | **Documentation** | **Formula** | **Score** |
| --- | --- | --- | --- |
| Incorporates nutrition and physical activity education throughout a student’s stay in Job Corps | Brief description of activities | * 1 point if nutrition/physical activity education is offered during orientation/CPP
* 1 point if weight management support group or individual counseling is offered
* 1 point if nutrition and physical activity instruction is incorporated into academic or vocational classes
* 1 point if nutrition and physical activity instruction is incorporated into dormitory activities
* 1 point if physical education classes are offered as part of the training day
 |  |
| Nutrition and physical activity education prepares students for life after Job Corps | Brief description of activities | * 1 point for Cooking 101/Survival Cooking group or club
* 1 point if students are taught about advocacy or how their environment affects their health
* 1 point if students are taken on grocery shopping field trips
* 1 point for an instructional garden
* 1 point for including cooking as an independent living activity during CTP
 |  |
| **Total** |  |

**Total for all sections:**