



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

P.O. BOX 2120
RICHMOND 23218-2120

SNP Memo #2015-2016-05

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Catherine Digilio Grimes, MS, RDN, LDN, SNS
Director, School Nutrition Programs

DATE: October 7, 2015

SUBJECT: **Build A Healthy Meal Marketing Kit** - now being shipped

Great news! Shipment of the long awaited **Build a Healthy Meal Marketing Kit** began yesterday October 6, 2015 via UPS. Shipping to all school divisions will be complete by Friday, October 9, 2015. The quantity shipped is based on the original request submitted by each school division. The attached list identifies the total quantity that will be shipped to each school division. They are being shipped to the address that was provided by the school division when the kits were ordered.

Each box measures 18" X 24" X 2" and contains one complete **Build a Healthy Meal Marketing Kit** with all the components. They are being shipped bundled in groups of 4 boxes strapped together and single boxes for any outside of the multiple of 4 (for example 30 kits will be shipped in 7 bundles of 4 plus 2 individual boxes). The weight of each bundle is 28 pounds and each individual box weighs 7 pounds.

Each **Build a Healthy Meal Marketing Kit** includes

- Magnetic Dry Erase Menu Board (18X23") with two markers and eraser
- Build a Healthy Meal Instructions
- Daily Menu Templates
- Daily Component Flyers
- 2 sets of Food Component Magnets;
- 2 sets of **"Today's Breakfast Menu"** Magnets
- 2 set **"Today's Lunch Menu"** Magnets;
- 6 sets each of **"Choose 1", "Choose 2" and "Choose 1 or 2"** Magnets
- 5 sets of 5 Food Component Clings;
- 2 Build a Healthy Meal poster (18 X 24)
- 1 blue pocket folder with the build a healthy meal logo to keep all the magnets, clings and instructions

Please distribute to your schools as soon as possible. Most school divisions ordered a sufficient quantity for each serving line in every school.

If there are questions, please contact the school nutrition programs staff member assigned to your division or Office of School Nutrition Programs staff at (804) 225-2074.

Attachment
CDG/idl

BUILD A HEALTHY MEAL MARKETING KIT SHIPPING LIST

School Nutrition Marketing Kits-- Number of kits ordered and shipped		NUMBER OF PACKAGES		
School Division Name	QTY Kits Ordered and shipped	# bundles of 4 strapped together	PLUS single packages	total packages shipped
Accomack County Public Schools	19	4	3	7
Albemarle County Schools	53	13	1	14
Alexandria City	40	10		10
Alleghany County Public Schools	8	2		2
Amelia County Public Schools	6	1	2	3
Amherst County Public Schools	18	4	2	6
Appomattox Co. Public Schools	8	2		2
Arlington County	54	13	2	15
Augusta County Public Schools	58	14	2	16
Bath County Public Schools	4	1		1
Bedford County	35	8	3	11
Bland County	2	0	2	2
Botetourt County Public Schools	21	5	1	6
Bristol City	9	2	1	3
Brunswick County Public Schools	9	2	1	3
Buchanan County Public Schools	17	4	1	5
Buckingham County Public Schools	7	1	3	4
Buena Vista City	5	1	1	2
Campbell	30	7	2	9
Caroline County Public Schools	14	3	2	5
Carroll County Public Schools	15	3	3	6
Charles City County	4	1		1
Charlotte County Public Schools	10	2	2	4
Charlottesville City Schools	12	3		3
Chesapeake Public Schools	130	32	2	34
Chesterfield County Public Schools	112	28		28
City of Salem Schools	12	3		3
Clarke County Public Schools	2	0	2	2
Colonial Beach Public Schools	2	0	2	2
Colonial Heights	9	2	1	3
Covington City Public Schools	3	0	3	3
Craig County Public Schools	3	0	3	3
Culpeper County Public Schools	24	6		6
Cumberland County	5	1	1	2
Danville Public Schools	20	5		5
Dickenson County	8	2		2
Dinwiddie County Public Schools	16	4		4
Essex County Public Schools	6	1	2	3
Fairfax County	414	103	2	105
Falls Church City Public Schools	8	2		2
Fauquier County	43	10	3	13
Floyd County Schools	7	1	3	4
Fluvanna County	11	2	3	5

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School Nutrition Marketing Kits-- Number of kits ordered and shipped

School Division Name	QTY Kits Ordered and shipped	NUMBER OF PACKAGES		
		# bundles of 4 strapped together	PLUS single packages	total packages shipped
Franklin City Public Schools	6	1	2	3
Franklin County Schools	23	5	3	8
Frederick County Public Schools	45	11	1	12
Fredericksburg City Public Schools	10	2	2	4
Galax City Public Schools	4	1		1
Giles County	10	2	2	4
Gloucester County Public Schools	19	4	3	7
Goochland	8	2		2
Grayson County Public Schools	8	2		2
Greene County	11	2	3	5
Greensville Co. Public Schools	8	2		2
Halifax	20	5		5
Hampton City Schools	73	18	1	19
Hanover County Public Schools	35	8	3	11
Harrisonburg City	24	6		6
Henrico County Public Schools	175	43	3	46
Henry County Public Schools	28	7		7
Highland County Public Schools	1	0	1	1
Hopewell City	14	3	2	5
Isle of Wight County Schools	23	5	3	8
King & Queen County Public Schools	3	0	3	3
King George County Schools	12	3		3
King William County	8	2		2
Lancaster County Public Schools	6	1	2	3
Lee County Public Schools	14	3	2	5
Lexington City Schools	2	0	2	2
Loudoun County Public Schools	180	45		45
Louisa County Schools	18	4	2	6
Lunenburg County Public Schools	7	1	3	4
Lynchburg City Schools	33	8	1	9
Madison County	8	2		2
Manassas City	20	5		5
Manassas Park City Schools	9	2	1	3
Martinsville City Schools	11	2	3	5
Mathews County School Division	5	1	1	2
Mecklenburg County Public Schools	20	5		5
Middlesex Public Schools	4	1		1
Montgomery County Public School	40	10		10
Nelson County Public Schools	9	2	1	3
New Kent County Public School	9	2	1	3
Newport News	110	27	2	29
Norfolk Public Schools	106	26	2	28
Northampton	6	1	2	3

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School Division Name	QTY Kits Ordered and shipped	# bundles of 4 strapped together	PLUS single packages	total packages shipped
Northumberland County	6	1	2	3
Norton City Schools	4	1		1
Nottoway County Public Schools	15	3	3	6
Orange County Public Schools	19	4	3	7
Page County Schools	13	3	1	4
Patrick County Public Schools	8	2		2
Petersburg City Public Schools	13	3	1	4
Pittsylvania County	51	12	3	15
Poquoson City Public Schools	13	3	1	4
Portsmouth	50	12	2	14
Powhatan County Schools	14	3	2	5
Prince Edward County	7	1	3	4
Prince George County Schools	31	7	3	10
Prince William County	267	66	3	69
Pulaski County Public Schools	16	4		4
Radford City	6	1	2	3
Rappahannock County Public Schools	4	1		1
Richmond City Public Schools	89	22	1	23
Richmond County Public Schools	6	1	2	3
Roanoke City Schools	33	8	1	9
Roanoke County Public Schools	62	15	2	17
Rockbridge County Public Schools	11	2	3	5
Rockingham County	30	7	2	9
Russell County Public Schools	20	5		5
Scott County Schools	14	3	2	5
Shenandoah	21	5	1	6
Smyth County Schools	17	4	1	5
Southampton County Public Schools	13	3	1	4
Spotsylvania County Schools	75	18	3	21
Stafford County	80	20		20
Staunton City	6	1	2	3
Suffolk City Public Schools	25	6	1	7
Surry County Public Schools	6	1	2	3
Sussex County	6	1	2	3
Tazewell County Public Schools	20	5		5
Virginia Beach City	200	50		50
Warren County Public Schools	20	5		5
Washington County Virginia	26	6	2	8
Waynesboro City Schools	10	2	2	4
West Point Public Schools	2	0	2	2
Westmoreland County	8	2		2
Williamsburg-James City County	35	8	3	11
Winchester City Schools	16	4		4

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School Division Name	QTY Kits Ordered and shipped	# bundles of 4 strapped together	PLUS single packages	total packages shipped
Wise County	25	6	1	7
Wythe County Public Schools	12	3		3
York County	51	12	3	15

RCCI's

Commonwealth Center for Children and Adolescence	4	1		1
Virginia School for the Deaf and Blind	2	0	2	2