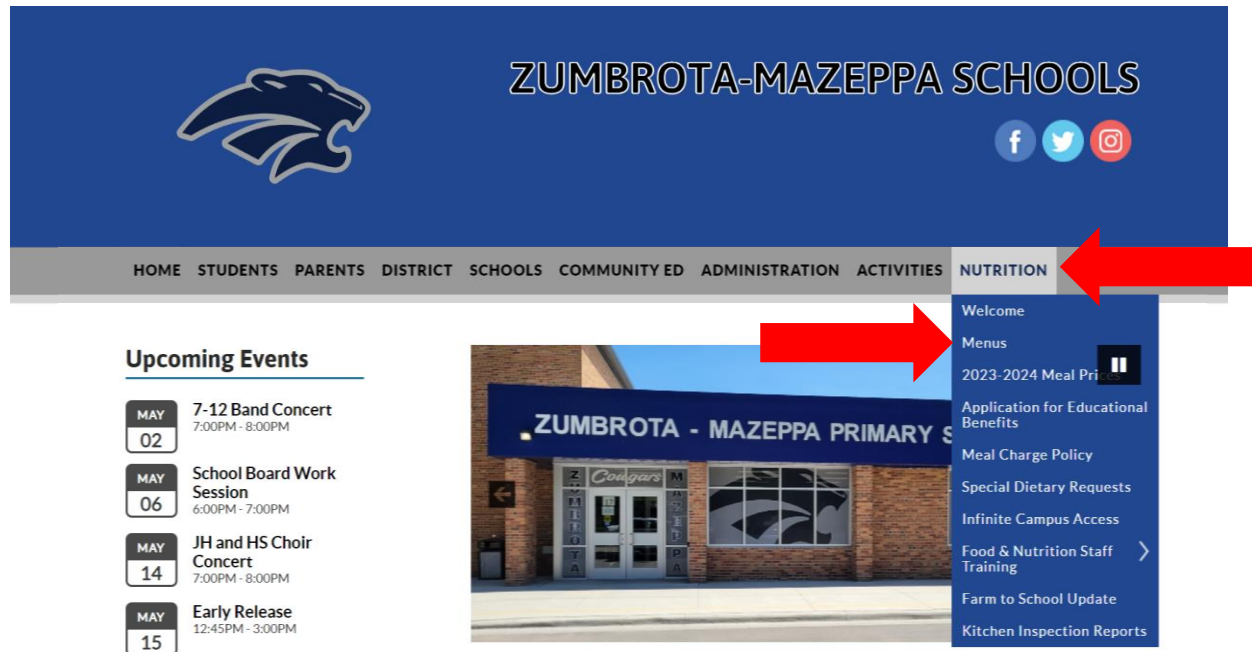# How-to Filter School Menus for Allergies

First, access the school menu's by selecting the "Nutrition" tab at the top of the webpage. From there, scroll down to access the "Menus" link.


From there, the menu will open to Nutrislice, which is the menu platform ZM's uses. Select "View Menus". From there, you will see school sites to select. Select the location in which your child(ren) attend(s). Select either "Breakfast" or "Lunch".


This will open the current monthly menu.

From there, simply select the filter icon, which is located at the top of the webpage (as indicated below). It may be possible that you must scroll to the top of the webpage to see the icon indicated below. Click on "filter". It will open the box below.
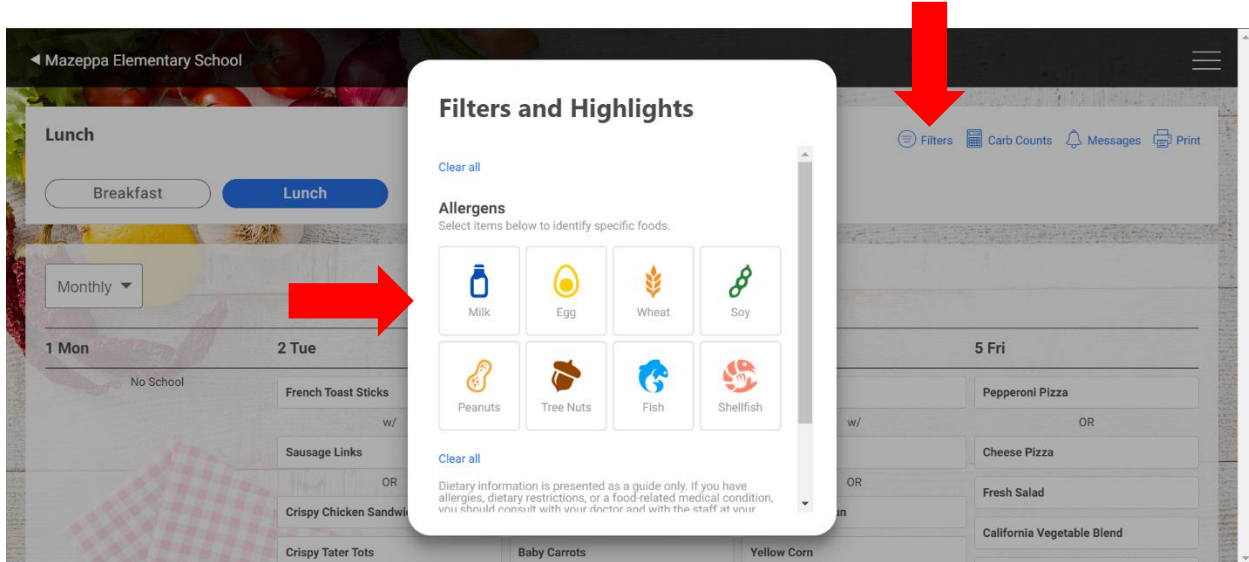

From here, you can select the top allergens. Once you select the icon, it will be highlighted in **blue.** Once complete, just select somewhere on the menu (to the right or left of the filter). When filters are selected, you will see a **Yellow** circle in the "Filters" icon. You may now go to the "print" icon and print the menu. This will take off the selected allergens from the menu. Filters can be added and taken off.
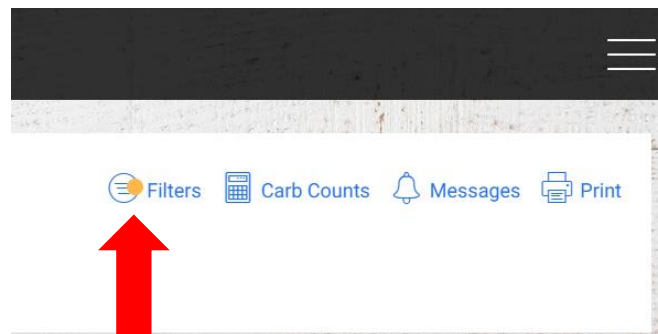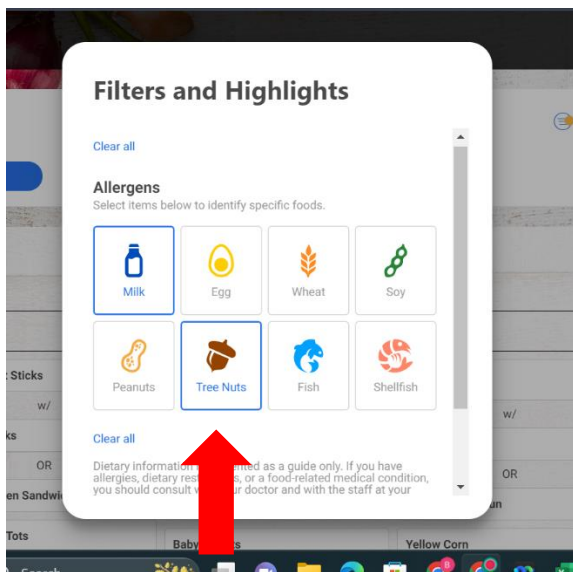
This institution is an equal opportunity provider.

When selected the menu will also strike out in **RED** what items contain the selected allergens. In this case, both peanuts and milk were selected as the allergens.
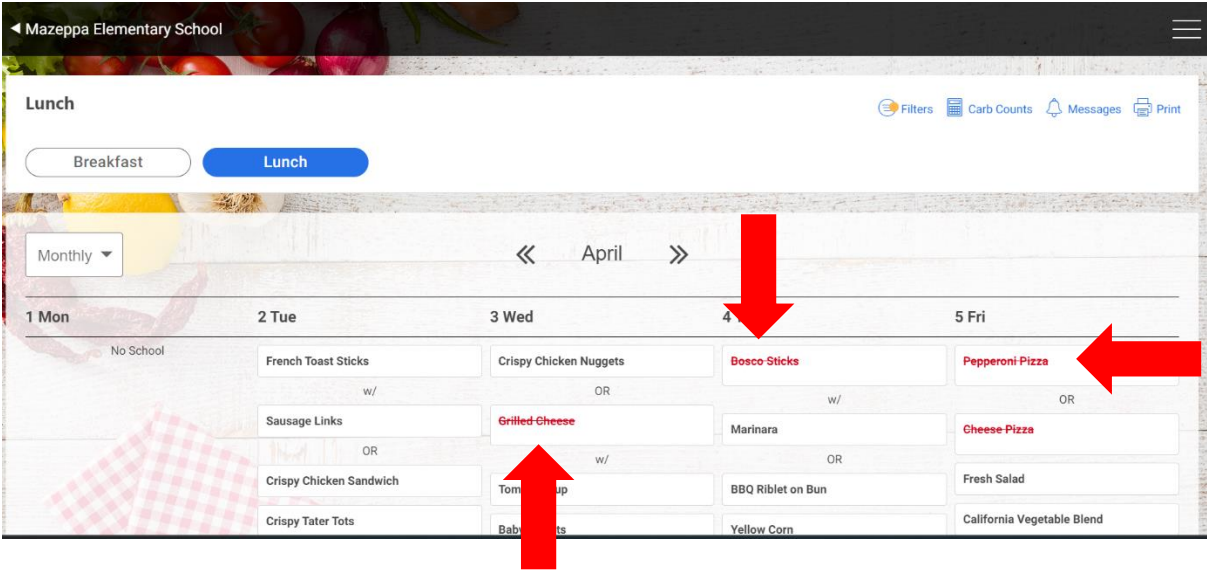
As always, when you have questions, please reach out to the Food & Nutrition Director, Brenton Lexvold, at (507) 732-1419 or by email at brentl@zmsch.k12.mn.us.

This institution is an equal opportunity provider.