




Action 4 Nutrition: Assessing Your Snack Program

California After School Resource Center
(CASRC)

Administered for the California Department of Education
(C.D.E.)

Hello, welcome to the Action 4 Nutrition: Assessing Your Snack Program training. This training will take approximately 30 minutes to complete. Let's get started!



Objectives

To prepare for Categorical Program Monitoring (C.P.M.) of healthy snacks you will learn to:

1. Plan healthy snacks that work.
2. Collect and organize evidence for C.P.M. review.

To make your snacks pay for themselves, you will learn to:

1. Identify funding opportunities.
2. Create community partnerships.

Let's start this training by reviewing the training objectives:

To prepare for Categorical Program Monitoring (or C.P.M.) of healthy snacks, you will learn to:

1. Plan healthy snacks that work and
2. Collect and organize evidence for the C.P.M. review.

To make your snacks pay for themselves, you will learn to:

1. Identify funding opportunities and
2. Create community partnerships to bring more resources to your program.



C.P.M. and After School Snacks

- The California Department of Education (C.D.E.) uses C.P.M. to ensure all categorical programs are correctly implemented.
 - Publicly funded after school programs are categorical programs.
- C.P.M. requires that students receive a nutritious snack daily.
- Snacks can bolster other C.P.M. areas too:
 - Collaboration
 - Staff training

Before talking about planning snacks, let's review the purpose of the C.P.M. and how the C.P.M. and snacks relate to one another. The California Department of Education (or C.D.E.) uses the C.P.M. to ensure all categorical programs are meeting legal requirements.

Publicly funded after school programs are categorical programs. These programs are required to serve a daily nutritious snack that meets *California Education Code* requirements. During the C.P.M., after school programs must provide evidence to demonstrate that this requirement is satisfied. In addition, snacks can help bolster other C.P.M. areas, such as collaboration and staff training.




Plan Snacks that Satisfy Requirements

Snacks that satisfy requirements:

1. Are healthy for students.
2. Qualify for reimbursement.
3. Meet the requirements of C.P.M.



Now let's talk about planning snacks that satisfy requirements. Snacks that work have three main characteristics: One, they're healthy for students. Two, they're reimbursable, which means you can get money to provide snacks. And three, they meet the *Education Code* requirements of the C.P.M. Does this seem like an overwhelming task? It doesn't have to be. The good news is that if you use the following strategies to plan your snacks, your snacks will meet all three characteristics.




Choose Two of Four for Every Snack

- Grain/Bread
 - 1 slice of bread or ½ cup of whole grains
- Milk
 - 1 cup or 8 ounces of 1%, 2%, or fat-free milk
- Protein/Meat or Meat Alternative
 - 1 ounce of meat/cheese, 2 tablespoons of nut butter, or 4 ounces of yogurt
- Fruit and Vegetable
 - 1 whole fruit or vegetable, ¾ cup of 100% juice, ¼ cup of dried fruit, or ¼ cup of canned fruit

The first step to creating a healthy, reimbursable snack is choosing two food items from different food categories. The food categories include: grain or bread; milk; protein or meat or meat alternative; and fruit and vegetable.

In addition to the type of food, serving size matters, too. To qualify for federal government reimbursement, the serving size guidelines must be followed: One serving of a grain or bread is equal to one slice of bread or a ½ cup of whole grains; one serving of milk is equal to 1 cup or 8 ounces of milk, either 1 percent, 2 percent, or fat-free; one serving of protein is equal to 1 ounce of meat or cheese, 2 tablespoons of nut butter, or 4 ounces of yogurt; and one serving from the fruit and vegetable category is equal to one whole fruit or vegetable, ¾ cup of 100 percent juice, ¼ cup of dried fruit, or ¼ cup of canned fruit. If you choose to use canned fruit, it is best to use the kind without syrup, if possible.



Healthy Snacks Should Have ...

California *Education Code* sections *E.C. 4-9-4-3-1* and *E.C. 8-4-8-2.3[d]*) require that after school snacks include no more than

- 35% total calories from fat
- 10% total calories from saturated fat
- 35% added sugar by weight
- 175 calories for elementary age students
- 250 calories for middle and high school students

EXCEPTIONS:


- Non-fried fruits and veggies
- Seeds, nut butters
- Cheese, eggs

Now that you know which food categories to include and what a serving size is, let's review the California *Education Code* requirements for nutrients in after school snacks. *Education Code 4-9-4-3-1* states that foods offered during the school day must have no more than:

- 35 percent total calories from fat,
- 10 percent total calories from saturated fat,
- 35 percent added sugar by weight,
- 175 calories for elementary-age students, and
- 250 calories for middle and high school students.

There are some exceptions. Foods such as non-fried fruits and vegetables, seeds, nut butters, cheese, and eggs do not need to meet these requirements. *Education Code 8-4-8-2.3 [d]* states that these requirements also apply to after school snacks. For detailed information about the *Education Code* requirements and a full list of foods that are exempt from meeting them, select the handout from California Project LEAN. This handout is also available from the Resource Page at the end of the training.

The good news is you can determine whether a food item meets the requirements by using the information on the Nutrition Facts Label. We'll now explain how to use the Nutrition Facts Label to determine whether a food meets the *Education Code* requirements and give you an opportunity to practice.




Sample Food Item

Could this food item be served to high school students as one of their two snack components?

Hints:

- % calories from fat = calories from fat ÷ total calories × 100
- % calories from saturated fat = (total saturated fat × 9) ÷ (total calories) × 100
- % sugar by weight = grams sugar ÷ total weight × 100

Nutrition Facts	
Serving Size	13 Crackers (30g)
Amount Per Serving	
Calories	150 Calories from Fat 70
% Daily Value*	
Total Fat	8g 12%
Saturated Fat	2g 10%
Trans Fat	0g
Polyunsaturated Fat	4g
Monounsaturated Fat	2g
Cholesterol	0mg 0%
Sodium	230mg 10%
Total Carbohydrate	17g 6%
Dietary Fiber	less than 1g 3%
Sugars	0g
Protein	3g
Vitamin A	2% • Vitamin C 0%
Calcium	4% • Iron 6%
* Percent Daily Values are based on a 2,000 calorie diet. Your daily values may be higher or lower depending on your calorie needs.	
Calories	2,000 2,500
Total Fat	Less than 65g 80g
Salt Fat	Less than 23g 28g
Cholesterol	Less than 300mg 300mg
Sodium	Less than 2,400mg 2,400mg
Total Carbohydrate	300g 375g
Dietary Fiber	30g
Calories per gram:	
INGREDIENTS: ENRICHED WHEAT FLOUR, REDUCED FROM, THIA, FLAVOR, VITAMIN B2, AND PALM OIL WITH WITH SKIM MILK (S, CULTURES, SALT, ENZ, CONTAINS TWO PER, PAPRIKA, OLEORESIN	
CONTAINS WHEAT, MILK AND SOY INGREDIENTS.	



Let's look at an example. An after school program pairs cheese crackers with an apple as their after school snack. Do these cheese crackers meet the requirements for a healthy, reimbursable snack for high school students?

Use the Nutrition Facts Label pictured to identify the total calories and to calculate the percent of calories from fat, percent of calories from saturated fat, and percent of sugar by weight.

Here are some tips: The total number of calories is listed in the upper left corner of the label, the number of calories from fat is listed in the upper right corner, the amount of saturated fat is listed below total fat, and the amount of sugar is listed under total carbohydrate. To determine the percent of calories from fat, divide the calories from fat by the total calories, and multiply by 100. To determine the percent of calories from saturated fat, multiply the total amount of saturated fat by 9, divide that by the total amount of calories, and multiply that by 100. Finally, to determine the percent of sugar by weight, divide the amount of sugar by the total weight, and multiply by 100.

Take a moment to review the Nutrition Facts Label on the slide and to complete the calculations, then compare your results with the *Education Code* requirements. Could these cheese crackers be an after school snack for high school students? Continue to the next slide when you are ready.

Could it Work?

This food item could not be part of a healthy, reimbursable snack.

- 150 total calories works
- 12% of calories from saturated fat is too high
- 0% of sugar by weight works
- 46% of calories from total fat is 11 percentage points too high to meet the requirements

Nutrition Facts	
Serving Size 13 Crackers (30g)	
Amount Per Serving	
Calories 150	Calories from Fat 70
% Daily Value*	
Total Fat 8g	12%
Saturated Fat 2g	10%
Trans Fat 0g	
Polyunsaturated Fat 4g	
Monounsaturated Fat 2g	
Cholesterol 0mg	0%
Sodium 230mg	10%
Total Carbohydrate 17g	6%
Dietary Fiber less than 1g	3%
Sugars 0g	
Protein 3g	
Vitamin A 2%	Vitamin C 0%
Calcium 4%	Iron 6%
* Percent Daily Values are based on a 2,000 calorie diet. Your daily values may be higher or lower depending on your calorie needs.	
	Calories 2,000 2,500
Total Fat	Less than 65g 80g
Sat. Fat	Less than 20g 25g
Cholesterol	Less than 300mg 300mg
Sodium	Less than 2,400mg 2,400mg
Total Carbohydrate	300g 375g
Dietary Fiber	25g 30g
Calories per gram: Fat 9	
INGREDIENTS: ENRICHED FLOUR, CHEESE, BUTTER, FLAVOURING, SALT, BAKING SODA, BAKING POWDER, YEAST, FLAVIN (VITAMIN B ₂), FOLIC ACID, AND PALM OIL WITH TBHQ AS PRESERVATIVE. CONTAINS WHEAT AND MILK. (SOLUBLE) WITH SKIM MILK (SOLUBLE) CULTURES, SALT, ENZYMES. CONTAINS TWO PERCENT OR LESS OF NATURAL FLAVORS. CONTAINS WHEAT, MILK	

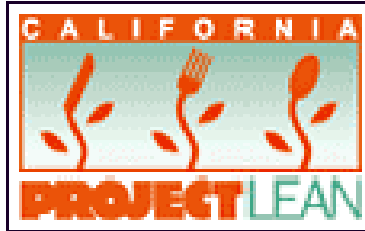


What did you conclude? According to the Nutrition Facts Label, these cheese crackers would not meet the *Education Code* requirements.

- The total calories is 150, which meets the requirement of having no more than 250 total calories per snack item for high school students.
- The calories from saturated fat is 12 percent which is above the requirements because the percent of saturated fat should be no more than 10 percent per item. This 12 percent was calculated by multiplying the amount of saturated fat, 2 grams, by nine, which is 18, dividing that by the total amount of calories, 150, and multiplying that by 100, which is 12 percent.
- The percent sugar by weight is 0 percent. This is under the 35 percent maximum specified in the *Education Code* requirements. This 0 percent was calculated by dividing the total amount of sugar, 0 grams, by the total weight, 30 grams, and multiplying that by 100.
- The 46 percent of calories from total fat is also higher than the 35 percent specified in the guidelines. This 46 percent was calculated by dividing the amount of calories from fat, 70, by the total calories, 150, and multiplying that by 100.

Therefore these cheese crackers could not be served as an after school snack because the percent of calories from saturated fat and total fat are above the maximum *Education Code* requirements.

Use the Snackulator



The California Project LEAN Web Site has an online calculator to calculate the nutritional content of snacks.

You just practiced using a Nutrition Facts Label to establish whether or not a snack meets the *Education Code* requirements, but we know that program staff don't always have time to do their own calculations. California Project LEAN or Leaders Encouraging Activity and Nutrition is part of the California Department of Public Health. Their Web site includes a great tool that can be used to calculate the nutritional content of snacks. Simply enter nutrient information from the Nutrition Facts Label into the calculator to find out whether or not the snack meets the requirements. The Resource Page at the end of the training includes a link to this Web site and the tool.

C.P.M. Snack Review: Collect and Organize Evidence



Now you know how to plan healthy, reimbursable snacks that meet the C.P.M. requirements, so the question is how do you show this to the reviewers who perform the monitoring? Let's review some tips for preparing for your C.P.M. review.



C.P.M. Tips and Information

- To Prepare for a C.P.M. Review:
 - Refer to the Before and After School Program (BASP) C.P.M. Instrument.
 - Locate documents and evidence that demonstrate that each C.P.M. requirement is met.
 - Focus primarily on documents for the current year and one year prior.
 - Upload all documents into the California Accountability and Improvement System (CAIS). Training is provided prior to the C.P.M. review.

To prepare for a C.P.M. review, start by referring to the Before and After School Program (BASP) C.P.M. Instrument. A sample BASP C.P.M. Instrument is included on the Resource Page following this training or check for current instruments at the C.D.E. Web site.

Next, locate and organize documents and evidence to demonstrate that each C.P.M. requirement is met. Usually reviewers are most interested in current activities, so focus on documents for the current year and one year prior.

The C.P.M. reviews are usually conducted every four years and may be in-person and or through the online California Accountability and Improvement System, also known as C.A.I.S., pronounced case. All documents must be uploaded into the CAIS system. Training is provided prior to the C.P.M. review to help with identifying and uploading relevant documents. Contact the C.D.E. After School Programs Office at 9-1-6-3-1-9-0-9-2-3 about training and assistance with the BASP C.P.M. Instrument and accessing CAIS.

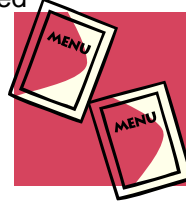
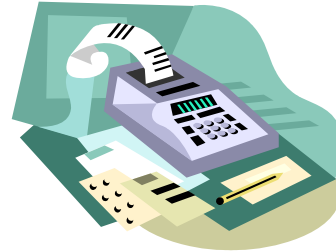
Sample Requirement and Appropriate Evidence

Requirement

- After school programs provide a daily nutritious snack or meal for students, and that snack must meet nutrition standards

Evidence

- Menu or record of what was served over a two-week period
- Copies of the Nutrition Facts Labels for each product served
- Receipts



Let's look at an example of a C.P.M. requirement and evidence that demonstrates how an after school program can meet the requirements.

One requirement is that after school programs provide a daily nutritious snack or meal for students, and that snack must meet nutrition standards outlined in *Education Code 4-9-4-3-0*.


To provide evidence of satisfying this requirement, a program could submit a menu or record of what was served over a two week period and copies of the Nutrition Facts Labels for each product served. The type of evidence that you provide depends on the set-up of your program. For example, some after school programs purchase their own snacks and have receipts to supply, while other after school programs get their snacks from the school's Nutrition Services Department and don't have access to receipts. In general, menus and Nutrition Facts Labels are strong pieces of evidence. Evidence may also include a print-out from the California Project LEAN calculator for a food product served.

Potential Interviewees

- Grant coordinator
- Site coordinator
- After school program staff
- District staff
- School principal
- Students



In addition to reviewing evidence, C.P.M. reviewers may also interview those involved in the after school program about the snacks served. Potential interviewees include grant coordinators, site coordinators, after school program staff, district staff, school principal, and students. In general, these interviews won't be as detailed as the reviews of the pieces of evidence, but it's good for everyone involved in the after school program to have basic knowledge of the snacks served in your program.



Snacks Can Support C.P.M. Further

- Collaborate with community partners to serve healthy snacks.
 - Evidence of collaboration is required for C.P.M.
- Train staff to serve healthy snacks.
 - Evidence of staff training is required for C.P.M.

In addition to meeting the snack requirement of the C.P.M., the process of providing healthy snacks can help support additional areas of the C.P.M. For example, the C.P.M. requires that after school programs actively collaborate with community members, such as parents, youths, instructional school day staff, government agencies, and community organizations. One useful collaboration is to partner with your school's Nutrition Services Department to serve healthy snacks. We'll discuss other collaboration ideas shortly when we move on to objective two.

The C.P.M. also requires that programs provide staff training and professional development. Train staff to plan and serve healthy snacks as a part of your program's staff development activities. Keep evidence of the trainings, such as sign-in sheets, agendas, and training schedules, for your C.P.M. files.



Snacks Pay for Themselves: Identifying Funding

Now it's time to move on to objective two. We'll review how to identify funding for snacks and how to form partnerships to bring more resources for snacks to your program. First, let's talk about identifying funding.



Get the Money!

Publicly funded after school programs can participate in federal child nutrition programs for reimbursement.



As publicly funded after school programs, you can participate in federal child nutrition programs for reimbursement of your snacks. In fact, After School Education and Safety (ASES) programs are required to show that they have matching funds, and snack reimbursements can help fulfill this requirement. Federal reimbursement for snacks can add up to 122 dollars per child per year, according to the Food Research and Action Center (FRAC).



Where's the Funding?

- **The National School Lunch Program**
 - Public/private schools
 - County offices of education
 - Community-based organizations
- **The Child and Adult Care Food Program**
 - Public/private schools
 - County offices of education
 - Community-based organizations
 - Government agencies
- **The Summer Food Service Program**
 - Community-based organizations
 - Government agencies
 - Tribal/migrant agencies

There are three main federal nutrition programs: The National School Lunch Program, the Child and Adult Care Food Program, and the Summer Food Service Program. They each have different benefits and regulations. Please select the handout, which will also be available at the end of the training. As you review the handout, think about which program may fit your site best. Maybe your site is already enrolled in one of these programs. Continue to the next slide when you're ready.



Snacks Pay for Themselves: Creating Community Partnerships


Federal reimbursement is a great way to fund your snacks, but you'll find that bringing in additional resources can make healthy snacks even better. Creating community partnerships can yield a variety of resources: from monetary support to donated kitchen supplies to fresh fruits and vegetables. Plus, as an added bonus, the partnerships you create can be used as evidence of collaboration for the C.P.M.



Possible Snack Partnerships

- Schools
- Local food banks
- Farm-to-school programs
- Grocery and big-box stores
- Restaurants
- Community-based organizations
- Families
- Others?

Here are just a few ideas for potential partners to support healthy snacks. Many programs already have existing partnerships with Nutrition Services at their local school. If your program doesn't have access to a kitchen, see if you can use the school's kitchen. After school programs have successfully partnered with local food banks to bring hundreds of pounds of fresh produce to students for snacks. Partnering with local farms through a farm-to-school program is another great way to increase the availability of fresh fruit and vegetables at your site. Local grocery stores, big-box stores, restaurants, and other community-based organizations may also be happy to donate food, kitchen equipment, or trainings. You will find more information about contacting these potential partners at the end of the training. Can you think of any other community partners who might be a good match for your program?

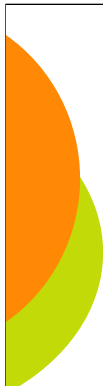


Creating Effective Partnerships

1. Identify what you need.
2. Think about what you can store.
3. Choose partners who share your program's goals and philosophies.
4. Identify mutual benefits.
5. Develop a clear plan.

Here are some steps to creating effective community partnerships. First, identify what you need. For example, a local grocery store may be able to donate boxes of crackers, but if what you really need is more vegetables, this may not be the right partnership. Second, think about what you can store. This is especially important with fresh food. Let potential partners know how much you can accept for a certain time period. Third, choose partners that have similar goals and philosophies. You never want to compromise what your program stands for in exchange for receiving goods. Fourth, identify mutual benefits. Remember, the word “partnership” means that both parties benefit from the arrangement. For local businesses, this might mean positive press, or for food banks, this might mean finding a use for food that would otherwise go bad. Finally, develop a clear plan so that all those involved understand all details.

Please select the handout. This handout, Collaboration Math from The Prevention Institute, walks readers through the process of creating a comprehensive plan for collaboration. This handout will also be available at the end of the training.



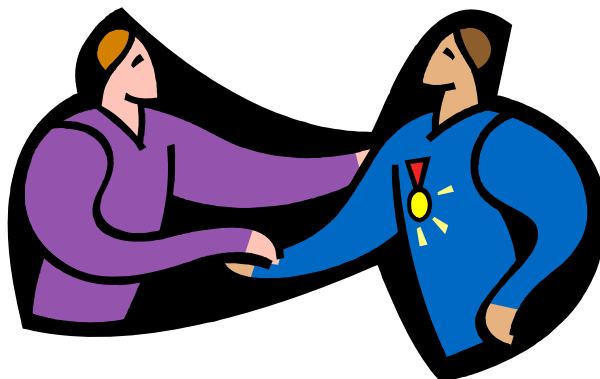
Assess Your Snack Program

- Do all snacks meet the *Education Code* sections *E.C. 4-9-4-3-1* and *E.C. 8-4-8-2.3[d]*) requirements?
- Are you filing evidence, such as menus and receipts, in preparation for C.P.M.?
- Are snacks reimbursable, and are you receiving federal reimbursements?
- Do you have at least one community partner supporting the snacks?

Now you have all the information you need to assess your snack program. Consider all of these questions in relation to your snacks. Do all the snacks you serve meet the *Education Code* sections *E.C. 4-9-4-3-1* and *E.C. 8-4-8-2.3[d]* requirements, and are you filing evidence as you go in preparation for the C.P.M.? Are your snacks reimbursable, and are you receiving federal reimbursements? Finally, do you have at least one community partner supporting the snacks in your program? There's no need to worry if you can't answer yes to all these questions yet. You can use the tips, tools, and resources you learned about in this training to achieve all the goals you have for your program.



Congratulations!



Congratulations! You have reached the end of the Action 4 Nutrition: Assessing Your Snack Program training. You will now have the opportunity to take a quiz to test the knowledge you have acquired in this training. If you receive a passing score, a completion certificate will be e-mailed to you at the e-mail address you provided. If you don't receive a passing score, you will have the opportunity to take the test again at any time. Following the quiz, you will be asked to complete a brief feedback survey. After you complete the survey, you will be able to access sample California After School Resource Center library resources and additional information about nutrition. You may take the quiz by selecting the link. Thank you for participating in this training.