



Complying with Healthy Food Certification (HFC)


Module 4: Evaluating Foods for CNS Compliance



Connecticut State Department of Education
Bureau of Child Nutrition Programs

Revised August 2024

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Introduction to Training Modules

- Module 1 Introduction to Training Modules and HFC
- Module 2 HFC Requirements
- Module 3 Connecticut Nutrition Standards (CNS)
- Module 4 Evaluating Foods for CNS Compliance**
- Module 5 Laws for Foods and Beverages in HFC Schools
- Module 6 Fundraisers

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CSDE Resource

Healthy Food Certification (HFC)


Related Resources section



<https://portal.ct.gov/sde/nutrition/healthy-food-certification/related-resources>

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Module Topics and Key Messages

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Module Topics

- Reminder about HFC compliance
- Portion size
- Accompaniments
- Evaluating commercial products
- Compliance strategies for commercial products
- Evaluating foods made from scratch
- Compliance strategies for foods made from scratch
- Resources



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Key Messages About Evaluating Foods

- Must evaluate all foods before selling
- Commercial foods: Check CSDE's List of Acceptable Foods and Beverages webpage
- Foods made from scratch: Compare standardized recipe's nutrition information per serving with CNS
- Evaluation must include accompaniments



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Reminder About HFC Compliance


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Reminder About HFC Compliance


- HFC funding requires CNS compliance
- CNS applies to
 - all foods available for sale to students separately from reimbursable meals
 - all foods served in ASP

Districts must develop and implement procedures to ensure all sources of foods comply with CNS



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Portion Size

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Two Considerations for Portion Size

1. Amount served
2. Accompaniments



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CNS Applies to Amount Served

- Entire serving or package
 - Cannot exceed 200 calories
 - Entrees cannot exceed 480 calories



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Example of Product with Multiple Servings

Nutrition Facts	
Serving Size 1 ounce (28g)	
Servings per container 2	
Amount per serving	
Calories	120
<small>% Daily Values</small>	
Total Fat 4g	8%
Saturated Fat 1g	2%
Trans Fat 0g	0%
Cholesterol 0mg	0%
Sodium 50mg	1%
Total Carbohydrate 16g	3%
Dietary Fiber 1g	2%
Sugars 7g	14%
Protein 1g	2%

120 calories x 2 servings = 240 calories

Product does not comply with CNS



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Accompaniments

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Accompaniments

- CNS applies to serving with accompaniments



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Accompaniments

Foods that are served with another food item

Terms to Know

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Examples of Accompaniments

- Butter and margarine
- Cream cheese
- Jelly and jam
- Ketchup
- Mustard
- Dipping sauces
- Gravy
- Syrup
- CROUTONS
- Grated cheese
- Salad dressing
- Duck sauce

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Examples of Foods with Accompaniments


- Bagel with cream cheese
- French fries with ketchup
- Salad with dressing
- Carrots sticks with Ranch dip
- Waffles with syrup
- Egg rolls with duck sauce
- Pasta with butter and grated cheese
- Muffin or roll with margarine or butter
- Hamburger with ketchup and mustard

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Examples of Foods with Accompaniments

Nutrition information for food item



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Nutrition information for accompaniments





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Evaluating Foods with Accompaniments

- Must create standardized recipe for commercial products
- Required to determine if serving with its accompaniments complies with CNS

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Evaluating Foods with Accompaniments

- Many accompaniments cause an approved product to exceed CNS limits



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Evaluating Commercial Products



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Commercial Products

All foods and beverages that are purchased from food manufacturers, distributors, and other sources such as vendors and supermarkets

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Examples of Commercial Food Products

- Ready-to-eat snack foods
- Prepared foods that are heated or baked
- Fundraiser foods, including foods intended for consumption at home, e.g., precooked foods and bulk quantities



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List of Acceptable Foods and Beverages Webpage

- Approval is specific to brand and variety of each individual product
- Submit products not listed to CSDE



<https://portal.ct.gov/sde/nutrition/list-of-acceptable-foods-and-beverages>

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CSDE Resource

Submitting Food and Beverage Products for Approval

Submitting Food and Beverage Products for Approval

The Department of Education (CSDE) is pleased to announce the implementation of the Healthy Food Certification (HFC) program. This program is designed to ensure that all food and beverage products served in schools meet the state's nutrition standards. The HFC program is a voluntary program that allows schools to certify their food and beverage products as compliant with the state's nutrition standards. The HFC program is a key component of the state's effort to improve the health and well-being of our students. For more information, please visit the HFC website at <https://portal.ct.gov/-/media/sde/nutrition/hfc/>.

The HFC program is a voluntary program that allows schools to certify their food and beverage products as compliant with the state's nutrition standards. The HFC program is a key component of the state's effort to improve the health and well-being of our students. For more information, please visit the HFC website at <https://portal.ct.gov/-/media/sde/nutrition/hfc/>.

https://portal.ct.gov/-/media/sde/nutrition/hfc/fblist/submitting_food_beverage_products.pdf

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Compliance Strategies for Commercial Food Products

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Strategies for Commercial Products

- Clearly communicate what foods and beverages are allowed
- Evaluate all products for CNS compliance before purchasing
- Verify vendor assurances that products comply with CNS
- Check deliveries of foods and beverages when received

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Strategy 1: Clearly Communicate What Foods and Beverages are Allowed

- Based on CSDE's List of Acceptable Foods and Beverages webpage
 - Substitutions not allowed
- Inform everyone selling foods and beverages to students
 - Entities, groups, and individuals within and outside district
 - Food service vendors

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Strategy 1: Clearly Communicate What Foods and Beverages are Allowed

<ul style="list-style-type: none"> ▪ Food service directors and cafeteria staff ▪ Culinary programs staff ▪ School store operators ▪ Vending machine operators 	<ul style="list-style-type: none"> ▪ Fundraiser operators ▪ Coordinators of school clubs and organizations ▪ Outside entities ▪ Other entities
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Strategy 2: Evaluate all Commercial Products Before Purchasing

- Use CSDE's List of Acceptable Foods and Beverages webpage
 - Check for exact product match
- Add nutrition information for accompaniments

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Strategy 3: Verify Vendor Assurances of Product Compliance

- Vendor assurances do not guarantee that product complies with CNS
- Products that comply with Smart Snacks might not comply with CNS
- Check CSDE's List of Acceptable Foods and Beverages
- Submit products to CSDE

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Strategy 4: Check Deliveries of Foods and Beverages When Received

- Designate school staff responsible
- Use CSDE's List of Acceptable Foods and Beverages
- Develop school-specific list of allowable products

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Strategy 4: Check Deliveries of Foods and Beverages When Received

- Identify steps for handling noncompliant products
 - Refuse delivery and remind vendor that substitutions are not allowed
 - Return products to vendor
 - Turn off vending machines

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Additional Considerations for Fundraisers and Vending Machine Contracts




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Fundraisers

- Implement fundraiser approval process




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CSDE Resource

Sample Fundraiser Form for Healthy Food Certification (HFC)



https://portal.ct.gov/-/media/sde/nutrition/hfc/sample_fundraiser_form_hfc_introduction.pdf

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CSDE Resource

Requirements for Food and Beverage Fundraisers in HFC Public Schools

The document outlines the requirements for public schools to comply with the Healthy Food Certification (HFC) program. It details the process for schools to request a waiver for non-compliant items and the criteria for approval. The document is available in both English and Spanish.




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https://portal.ct.gov/-/media/sde/nutrition/hfc/fundraiser_requirements_hfc.pdf

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CSDE Resource

Complying with Healthy food Certification

Module 6: Fundraisers




<https://portal.ct.gov/sde/nutrition/healthy-food-certification/related-resources>

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Vending Machine Company Contracts

- District is responsible for ensuring compliance regardless of who owns or operates vending machines




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Strategies for Vending Machine Company Contracts

- Prevent substitutions of noncompliant products

- 

Clearly communicate what foods and beverages are allowed
- 

Monitor vending machines



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 **Strategy 1: Clearly Communicate What Foods and Beverages are Allowed**

- Contract language
 - What foods and beverages are allowed
 - Substitutions not allowed
 - Company must train employees who stock vending machines




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 **Strategy 2: Monitor Vending Machines**

- Designate school staff
- Communicate steps for handling noncompliant products




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CSDE Resource

How to Evaluate Commercial Food Products for Compliance with the Connecticut Nutrition Standards




https://portal.ct.gov/-/media/sde/nutrition/hfc/evaluate_commercial_food_products_cns.pdf

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Evaluating Foods Made from Scratch



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Foods Made from Scratch

Two categories

1. Foods prepared from ingredients using a standardized recipe
2. Commercial food products that have ingredients added after purchasing

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Category 1: Foods Prepared from Ingredients Using a Standardized Recipe




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Standardized Recipe

A recipe that is tested and adapted for use by the food service operation and that produces the same good results and yield every time when the exact procedures are used with the same type of equipment, and the same quantity and quality of ingredients.

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Standardized Recipes Produce

- Consistent product
- Consistent food quality
- Consistent nutrient content




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Standardized Recipe Measurements

- Volume, e.g., quarts and cups
- Weight, e.g., pounds and ounces
 - Consistent nutrient content
 - Accurate nutrient analysis



<https://portal.ct.gov/sde/nutrition/crediting-foods-in-school-nutrition-programs#standardizedrecipes>

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Examples of Foods in Category 1: Foods Prepared From Ingredients Using a Standardized Recipe

- Entrees
- Salads
- Soups
- Cooked vegetables with added ingredients
- Cooked pasta and rice with added ingredients
- Baked goods



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Category 2: Commercial Foods with Ingredients Added After Purchasing

- Must evaluate the same way as foods made from scratch

Examples

- Popping popcorn kernels with oil and adding salt
- Making cookies or muffins from a mix and adding butter and eggs
- Adding sprinkles to commercial frozen cookie dough




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Adding ingredients Changes Nutrition Information

1. Develop standardized recipe to identify amount of each “ingredient”
2. Add nutrition information for all ingredients together to determine if serving complies with CNS




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Adding ingredients Changes Nutrition Information

Example 1
 Commercial pancakes served with butter and syrup

- Number of pancakes
- Amount of butter and syrup




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Adding ingredients Changes Nutrition Information

Example 2
 Popcorn made with oil and salt

- Amount of popcorn kernels, oil, and salt
- Serving size
- Number of servings



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Steps to Evaluate Foods Made from Scratch

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Steps to Evaluate Foods Made from Scratch

1. Check that food has accurate standardized recipe with required nutrition information per serving
 - Calculate information for missing nutrients before evaluating for CNS compliance



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Steps to Evaluate Foods Made from Scratch

2. Verify that nutrition information per serving (including accompaniments) complies with CNS
 - Enter nutrition information into CNS worksheet for applicable food category



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CSDE Resource

CNS Worksheets for Evaluating Foods



<https://portal.ct.gov/sde/nutrition/connecticut-nutrition-standards/how-to/CNSworksheets>

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Overview of CNS Worksheets

Worksheet	Commercial	Scratch
1: Snacks	X	X
2: Yogurt and pudding	X	
3: Smoothies	X	X
4: Fruits and vegetables	X	X
5: Soup	X	X
6: Cooked grains	X	X
7: Entrees Sold Only A La Carte	X	X
8: Non-entree combination foods	X	X
9: Nutrient analysis of recipes		X
10: Sugar content of recipes		X

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Steps to Evaluate Foods Made from Scratch

3. Maintain all CNS compliance documentation on file
 - Standardized recipe
 - Completed CNS worksheet

Required for annual HFC documentation (due November 30)



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Nutrient Analysis of Recipes

- Determine the nutrition information for each ingredient in the standardized recipe
 - Nutrient analysis software program
 - Nutrition Facts labels
 - USDA FoodData Central Nutrient Database

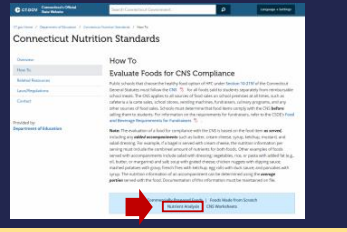
<https://fdc.nal.usda.gov/>

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Nutrient Analysis of Recipes



<https://portal.ct.gov/sde/nutrition/connecticut-nutrition-standards/how-to#NutrientAnalysis>

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Nutrient Analysis of Recipes

- Determine the nutrition information per serving of the recipe
 - Use CSDE's Excel Worksheet 9: Nutrient Analysis of Recipes
 - Include nutrition information for accompaniments

https://portal.ct.gov/-/media/sde/nutrition/hfc/cns/cns_worksheet9_nutrient_analysis_recipes.xlsx


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CSDE Resource

Guidance on Evaluating Recipes for Compliance with the Connecticut Nutrition Standards




https://portal.ct.gov/-/media/sde/nutrition/hfc/evaluating_recipes_cns_compliance.pdf

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CSDE Resource

How to Evaluate Foods Made from Scratch for Compliance with the Connecticut Nutrition Standards



https://portal.ct.gov/-/media/sde/nutrition/hfc/evaluate_scratch_foods_cns_compliance.pdf

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Compliance Strategies for Foods Made from Scratch



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Strategies for Foods Made from Scratch

- Clearly communicate CNS documentation requirements
- Evaluate all products for CNS compliance before purchasing



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Strategy 1: Clearly Communicate CNS Documentation Requirements

Two Required Documents

1. Accurate standardized recipe with nutrition information per serving
2. Completed CNS worksheet documenting standardized recipe's serving with accompaniments complies with CNS

- Inform everyone selling foods and beverages to students
- Entities, groups, and individuals within and outside district



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Strategy 2: Evaluate All Foods for CNS Compliance Before Selling

- District's procedures for sales of competitive foods must include process to ensure prior approval



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Resources

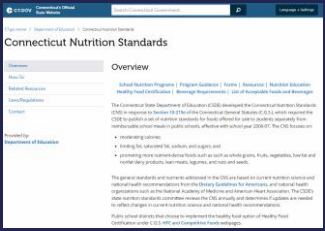


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CSDE Webpage

Connecticut Nutrition Standards



<https://portal.ct.gov/sde/nutrition/connecticut-nutrition-standards>

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CSDE Website

Healthy Food Certification



<https://portal.ct.gov/sde/nutrition/healthy-food-certification>

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CSDE Website

Healthy Food Certification

Healthy Food Certification (HFC)

Related Resources

CSDE Training Program: Complying with Healthy Food Certification

HFC Resources

- Adult Education
- Beverages
- Competitive Foods
- CNS
- Culinary Programs
- Fundraisers
- HFC Requirements
- List of Acceptable Foods and Beverages
- School Stores
- Vending Machines

<https://portal.ct.gov/sde/nutrition/healthy-food-certification>

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CSDE Resource

Summary of CNS

Summary of Connecticut Nutrition Standards for Schools Year 2024-25	
This document summarizes the Connecticut Department of Education (CDE) Connecticut Nutrition Standards (CNS) for Connecticut schools. The document is organized into sections that correspond to the categories in the Connecticut Department of Education's (CDE) Connecticut Nutrition Standards for Schools Year 2024-25.	Category 1: Foods and Beverages
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Category 2: Physical Activity	2-1
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https://portal.ct.gov/-/media/sde/nutrition/hfc/connecticut_nutrition_standards_summary.pdf

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CSDE Resource

Full Document: Connecticut Nutrition Standards for Foods in Schools

Connecticut Nutrition Standards for Foods in Schools
School Year 2024-25
(July 1, 2024, through June 30, 2025)

https://portal.ct.gov/-/media/sde/nutrition/hfc/cns/connecticut_nutrition_standards_full_document.pdf

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Questions?

Contact CSDE's HFC coordinator or school nutrition programs staff

<https://portal.ct.gov/sde/nutrition/healthy-food-certification/contact>
<https://portal.ct.gov/-/media/sde/nutrition/cnstaff/countrysign.pdf>

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Thank you for participating!

<https://portal.ct.gov/sde/nutrition/healthy-food-certification/related-resources>

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Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 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.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-21-25-2770a24-all.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:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: program.intake@usda.gov

This institution is an equal opportunity provider.

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