

# ADMINISTERING THE SUMMER FOOD SERVICE PROGRAM: MEAL PLANNING

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[www.sde.ok.gov/sde/summerfood](http://www.sde.ok.gov/sde/summerfood)



OKLAHOMA STATE DEPARTMENT OF  
**EDUCATION**  
— CHAMPION EXCELLENCE —

# TOPICS

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- SFSP Meal Pattern Requirements
- Cycle Menus
- Food Production Records
- Food Buying Guide
- CN Labels and Product Formulation Statements
- Inventory



# MEAL PATTERN REQUIREMENTS

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- Food Component
- Food Item



<http://www.fns.usda.gov/sfsp-meals-and-snacks>



# MEAL PATTERN REQUIREMENTS

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Breakfast, Lunch, Snack requirements

(Refer to page 58 in the Administrative Guide)



# CYCLE MENUS

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Refer to the “*Nutrition Guidance for Sponsors*”  
for *Sample Cycle Menus*



[http://www.fns.usda.gov/sites/default/files/Nutrition Guide.pdf](http://www.fns.usda.gov/sites/default/files/Nutrition%20Guide.pdf)



# MEAL PRODUCTION RECORDS

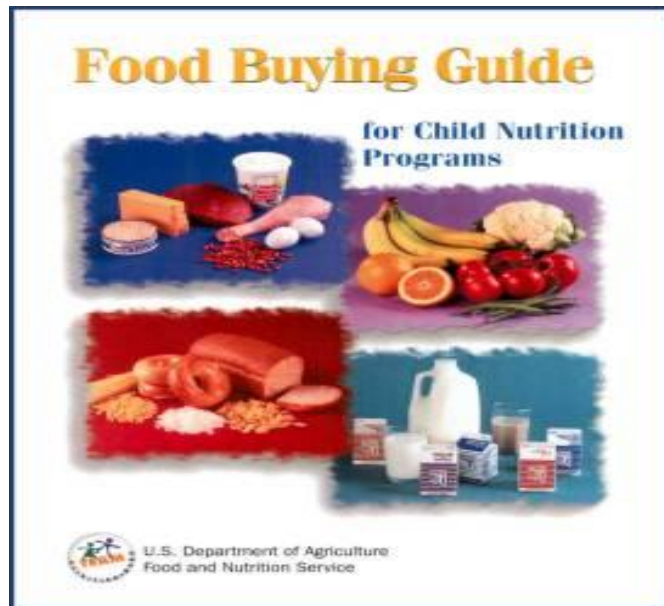
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- New requirement in 2016
- Form located under Forms on webpage
- Schools may use form used for NSLP
- Must be maintained daily



# FOOD BUYING GUIDE

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United States  
Department of  
Agriculture  
(USDA)  
Food and Nutrition  
Service

# FOOD BUYING GUIDE

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Whether serving 10 or 1000 meals, the concept is the same!

- Will the meal meet requirements for the appropriate CNP?
- How many servings will you get from a specific quantity of food?
- What quantity of the raw product will provide the amount of ready-to-cook food called for in a recipe?
- How much food will you need to buy?

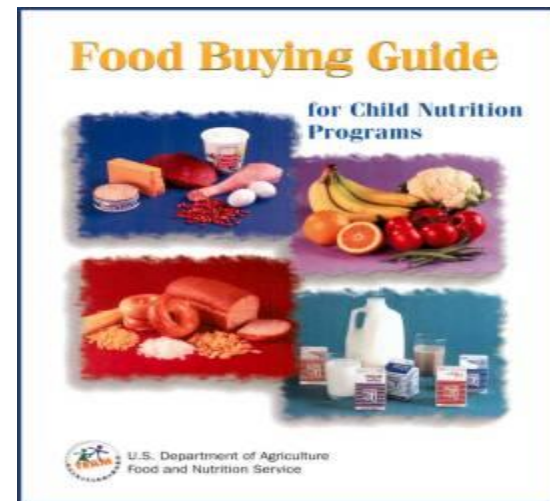




# FOOD BUYING GUIDE (FBG)

The FBG is divided into 7 sections and an index.  
The sections are as follows:

- Introduction
- M/MA
- V/F
- G/B
- Milk
- Other Foods
- Appendices A–E



# FOOD BUYING GUIDE

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- Foods you choose to use must appear in the *Food Buying Guide* **exactly** as shown on label.



# FOOD BUYING GUIDE

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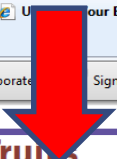
## Examples:

- Beans, Green, flat Italian, frozen, whole
- Chicken, Boneless, fresh or frozen, Tenders; Tenderloins (boneless, chicken breast pieces without skin)
- Potatoes, French Fries, frozen; shoestring, straight cut, low moisture



## Section 2—Vegetables/Fruits

1 Food As Purchased, AP	2 Purchase Unit	3 Servings per Purchase Unit, EP	4 Serving Size per Meal Contribution	5 Purchase Units for 100 Servings	6 Additional Information
<b>BEANS, GREEN (continued)</b>					
<b>Beans, Green, canned</b> <i>Whole</i> <i>Includes USDA Commodity</i>	No. 10 can (101 oz)	39.5	1/4 cup heated, drained vegetable	2.6	1 No. 10 can = about 58.0 oz (13 cups) drained, unheated beans
	No. 10 can (101 oz)	52.2	1/4 cup drained vegetable	2.0	
	No. 2-1/2 can (28 oz)	14.4	1/4 cup heated, drained vegetable	7.0	1 No. 2-1/2 can = about 16.0 oz (3-5/8 cups) drained, unheated beans
	No. 300 can (14-1/2 oz)	4.58	1/4 cup heated, drained vegetable	21.9	1 No. 300 can = about 7.3 oz (1-1/8 cups) heated, drained beans
	No. 300 can (14-1/2 oz)	6.95	1/4 cup drained vegetable	14.4	1 No. 300 can = about 7.6 oz (1-5/8 cups) drained, unheated beans



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	No. 10 can (101 oz)	52.2	1/4 cup drained vegetable	2.0	
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# CREDITING PRE-PREPARED PRODUCTS

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CN Labels

OR



Product Formulation Statements

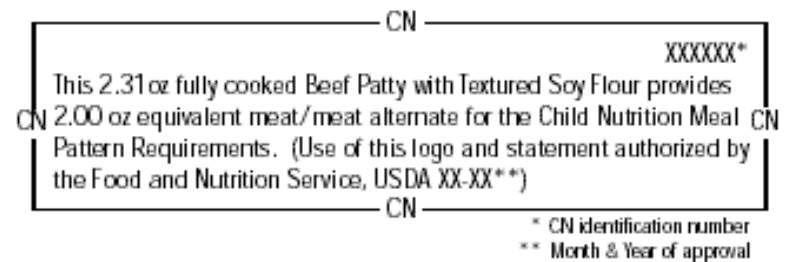
# What Is the CN Labeling Program?

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## *A voluntary Federal labeling program for CNP*

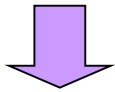
Provides information regarding the food product's contribution to the meal patterns.

*A sample CN logo:*

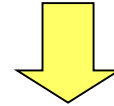


# A CN Label Contains:

Logo With Distinct  
Border



6-Digit Product  
Identification  
Number

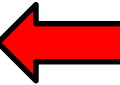


CN

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CN

This 5.00 oz pizza with Ground Beef and Vegetable Protein Product provides 2.00 oz equivalent meat/meat alternate, 1/8-cup serving of vegetable, and 1-1/2 servings of bread alternate for the Child Nutrition Meal Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA XX-XX\*\*) CN



Month and Year of Approval



Meal Pattern Contribution  
Statement Specifying CN  
Label Was Authorized by FNS



# PRODUCT FORMULATION STATEMENT

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- Another means of crediting food
- Must come from the manufacturer
- Sponsor determine if meets requirements
- Maintained with documents



# INVENTORY AND STORAGE

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- *Administrative Guidance*
- *Nutrition Guidance Manual*
  - Receiving Food
  - Storage of Food
  - Inventory, ***both beginning and ending***



# QUESTIONS?

Contact the State Agency @ 405-521-3327



# NON-DISCRIMINATION STATEMENT

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This institution is an equal opportunity provider.

