Appendix G: School Foodservice Manager Interview and Survey

The School Foodservice Manager Interview for non-FFVP schools will differ only with the elimination of Part E for data collection in those schools. All other questions will be identical. The School Foodservice Staff Survey will be administered to the school foodservice manager or school foodservice lead in FFVP schools only.



School Foodservice Manager Interview – FFVP School

Date:	Interviewer Initials:	School ID#:

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Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Food and Nutrition Service, Office of Research and Analysis, 3101 Park Center Drive, Alexandria, VA 22302.

I would like to ask you some questions about the foods at your school. Most of the questions are to help us when we are describing the foods recorded by students on their food diaries. This interview should take about 10 minutes to complete. Before we begin, can I first get a copy of the lunch, breakfast and after school or other snack program menus, for yesterday, today and tomorrow AND the fresh fruit and vegetable program (FFVP) menus for this month and any past months that you may have on file for this school year? I may also need nutritional information about the school foods served yesterday, today or tomorrow.

A. About Interviewee(s) [Multiple foodservice staff may be needed to answer questions]

Current position	Name	Phone
School foodservice lead/manager		
2 District foodservice manager/director		
₃ School FFVP lead/manager		
4 Other		

1. Where is school food prepared?

] At school site 2^{2} At central kitchen 3^{3} Other (*write in*)

2. During this current school year, have you or any foodservice staff at your school engaged in the following activities to promote your <u>school meals</u> program? (Mark all that apply)

 \Box_1 Attended a PTA or other parent group meeting to discuss the school food service program

 2_2 Provided families with information about the school food service program

]₃ Invited family members to eat a school meal

⁴ Participated in a nutrition education activity in the classroom

 \Box_5 Conducted a nutrition education activity in the food service area

6 Other promotional activities (*write in*)

B. School Lunch Reference Day (student diary lunch): 1 Yesterday 2 Today

Now let's talk about the reimbursable items at lunch (yesterday/today). Please tell me about each item served – what it was, the portion size, how it was prepared or if packaged, and if it is a USDA commodity food. If it is a packaged food I want to look at the package for nutrient information. If it is a USDA recipe, I need the recipe number.

[*Record kcals for packaged food. Record recipe number for USDA food. Check box if commodity.]

1. Reimbursable LUNCH				
Item (Include brand name & product code)	Portion Size/ Package Wt	How Prepared or If Packaged	Nutrient Info/USDA recipe number*	
Condiments available:				
Fluid milk, white (specify all types				
available):				
Whole \square_1 2% \square_2 1½% \square_3 1% \square_4 ½% \square_5 Skim \square_6		Record color for each type of milk carton.		
Fluid milk, flavored (chocolate,				
strawberry) (specify all types available):				
Whole \square_1 2% \square_2 1½% \square_3		Record color for each type		
1% \square_4 $\frac{1}{2}\%$ \square_5 Skim \square_6		of milk carton.		

Now let's talk about the other foods sold a la carte at lunch (yesterday/today). Please tell me about each item served – what it was, the portion size, and how it was prepared or if packaged food. If it is a packaged food I want to look at the package for nutrient information if available. [*Record kcals for packaged food. Write NONE in first row if no al la carte foods.]

2. A la Carte LUNCH			
Item (Include brand name & product code)	Portion Size/ Package Wt	How Prepared or If Packaged	Nutrient Info*
Condiments available:			
Fluid milk, white (specify all types			
available):Whole \Box_1 2% \Box_2 1½% \Box_3		Record color for each type	
1% $_4$ $\frac{1}{2}\%$ $_5$ Skim $_6$		of milk carton.	
Fluid milk, flavored (chocolate, strawberry) (<i>specify all types available</i>):			
Whole \square_1 2% \square_2 1½% \square_3		Record color for each type	
$1\% \4 \frac{1}{2}\% \5 \qquad Skim \6$		of milk carton.	Π

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C. School Breakfast	
Reference Day (student diary breakfast):1 Today2 Tomorrow3 Not Provided by School	

Now let's talk about the reimbursable items at breakfast (today/tomorrow). Please tell me about each item served – what it was, the portion size, how it was prepared or if packaged, and if it is a USDA commodity food. If it is a packaged food I want to look at the package for nutrient information. If it is a USDA recipe, I need the recipe number.

[*Record kcals for packaged food. Record recipe number for USDA food. Check box if commodity.]

1. Reimbursable BREAKFAST	Portion Size/	How Prepared or	Nutrient Info/ USDA recipe
(Include brand name & product code)	Package Wt	If Packaged	number *
Condiments available:			
Fluid milk, white (specify all types			
available):			
Whole \square_1 2% \square_2 1 ¹ / ₂ % \square_3		Record color for each type	
$1\% \4 \frac{1}{2}\% \5 \qquad \text{Skim} \6$		of milk carton.	
Fluid milk, flavored (chocolate,			
strawberry) (specify all types available):			
Whole \square_1 2% \square_2 1 ¹ / ₂ % \square_3		Record color for each type	
1% $_4$ $\frac{1}{2}\%$ $_5$ Skim $_6$		of milk carton.	

OVER

Now let's talk about the other foods sold a la carte at breakfast (today/tomorrow). Please tell me about each item served – what it was, the portion size, and how it was prepared or if it was packaged. If it is a packaged food I want to look at the package for nutrient information if available. **[*Record kcals for packaged food. Write NONE in first row if no al la carte foods.]**

2. A la Carte BREAKFAST			
Item	Portion Size/	How Prepared or	
(Include brand name & product code)	Package Wt	If Packaged	Nutrient Info*
Condiments available:			
Fluid milk, white (specify all types			
available):			
Whole \square_1 2% \square_2 1 ¹ / ₂ % \square_3		Record color for each type	
$\frac{1\%}{1} = \frac{1}{4} \frac{1}{2}\% = \frac{1}{5} \frac{1}{5$		of milk carton.	
Fluid milk, flavored (chocolate, strawberry) (specify all types available):			
Whole \square_1 2% \square_2 1 ¹ / ₂ % \square_3		Record color for each type	
$1\% \square_4 \qquad \frac{1}{2}\% \square_5 \qquad \text{Skim} \square_6$		of milk carton.	

D. School Snack (other than FFVP)	
Reference Day (student diary snack):1 Today	2 Tomorrow 3 Not Provided by School

Now let's talk about the items served at snack (today/tomorrow) including any provided during school time and after-school (but not including FFVP). Please tell me about each item served – what it was, the portion size, how it was prepared or if it was packaged, and if it is a USDA commodity food. If it is a packaged food I want to look at the package for nutrient information if available. If it is a USDA recipe, I need the recipe number if available. **[*Record kcals for packaged food. Record recipe number for USDA food. Check box if commodity. Write NONE in first row if no snack served.]**

1. In-School Snack			
	Portion		Nutrient Info/
Item	Size/	How Prepared or If	USDA recipe
(Include brand name & product code)	Package Wt	Packaged	number *
Fluid milk, white (specify all types			
available):			
Whole \square_1 2% \square_2 1½% \square_3		Record color for each type	
1% $_4$ $\frac{1}{2}\%$ $_5$ Skim $_6$		of milk carton.	
Fluid milk, flavored (chocolate,			
strawberry) (specify all types available):			
Whole \square_1 2% \square_2 1½% \square_3		Record color for each type	
$1\% \4 \frac{1}{2}\% \5 \qquad \text{Skim} \6$		of milk carton.	

2. After-School Snack				
	Portion		Nutrient Info/	
Item	Size/	How Prepared or If	USDA recipe	
(Include brand name & product code)	Package Wt	Packaged	number *	
Fluid milk, white (specify all types				
available):				
Whole \square_1 2% \square_2 1½% \square_3		Record color for each type		
1% $\4$ $\frac{1}{2}\%$ $\5$ Skim $\6$		of milk carton.		
Fluid milk, flavored (chocolate,				
strawberry) (specify all types available):				
Whole \square_1 2% \square_2 1½% \square_3		Record color for each type		
1% \square_4 $\frac{1}{2}\%$ \square_5 Skim \square_6		of milk carton.		

E. Fresh Fruit and Vegetable Program (FFVP)		
Reference Day (student diary snack): 1 Yesterday 2 Today 3 Tomorrow		

- 1. How long does it typically take to prepare FFVP each day (include preparation and clean-up) minutes
- 2. How many servings of FFVP are prepared per day served? _____ count
- 3. Estimate the percent (between 0 and 100%) of the FFVP fruits and vegetables that you receive that goes to each of the following: (Note: should add to 100%)

FFVP Received	%
a. Discarded duration preparation	
b. Taken/consumed by students	
c. Leftover and discarded	
d. Leftover and used for other purposes	

4. If leftovers are used for other purposes (4d): What do you usually do with the leftovers used for other purposes? (Mark all that apply)

	1	Serve	at	school	breakfast
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- ² Serve at school lunch
- $_{3}$ Serve at both school breakfast and lunch
- ___4 Other (*write in*)_____
- 5. If leftovers are discarded (4c) or used for other purposes (4d): What is the major reason that you have leftovers in the FFVP? (Mark all that apply)
 - $_{1}$ Too much is ordered
 - ² Students don't take/like
 - □₃ Inadequate refrigeration or storage facilities
 - _4 Other problems with perishability of fresh produce
 - _₅ Inadequate time/staff for produce preparation
 - 6 Poor quality produce
 - 7 Other (*write in*)_____

Last, let's talk about the FFVP (yesterday/today/tomorrow). Please tell me about each item served – what fruit or vegetable, the portion size, and how it was prepared.

6. FFVP Snack							
Fruit or Vegetable (s)	Portion Size	How Prepared (whole/sliced/peeled/ sectioned/pureed)	Condiment				

SCHOOL FOODSERVICE STAFF SURVEY - FFVP SCHOOL

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Your elementary school provides **free fresh fruits and vegetables** to students as snacks – separate from the school meal (breakfast or lunch). Below are statements or questions about the free fresh fruit and vegetable snack program (**FFVP**). Thinking about **this school year and the students at your school**, please mark is only **one** response to each statement or question, unless instructed otherwise.

		Agree Strongly	Agree Somewha t	Disagr ee Somewha t	Disagr ee Strongly	Don' t know or does not apply
1.	Students like the FFVP fruits.	1	2	3	4	5
2.	Students like the FFVP vegetables.	1	2	3	4	5
3.	I wish more students took the FFVP fruit.	1	2	3	4	5
4.	I wish more students took the FFVP vegetables.	1	2	3	4	5
5.	Students eat more fruits and vegetables at school on FFVP days.	1	2	3	4	5
6.	Students eat fewer unhealthy snacks at school on FFVP days.	1	2	3	4	5
7.	<i>If not offered daily</i> , the FFVP should be offered more days during the week .	1	2	3	4	5
8.	The FFVP should be offered more times a day.	1	2	3	4	5
9.	I wish the FFVP fruits were better quality .	1	2	3	4	5
10.	I wish the FFVP vegetables were better quality.	1	2	3	4	5
11.	I think the variety of FFVP fruits is good.	1	2	3	4	5
12.	I think the variety of FFVP vegetables is good.	1	2	3	4	5
13.	We sometimes run out of FFVP produce and can't serve all of the children.	1	2	3	4	5
14.	I am satisfied with how we distribute FFVP produce to students.	1	2	3	4	5
15.	I think students benefit from the FFVP.	1	2	3	4	5
16.	I think the FFVP is NOT worth the effort it takes .	1	2	3	4	5
17.	My overall opinion of FFVP is favorable.	1	2	3	4	5
18.	I would like FFVP to continue in my school.	1	2	3	4	5
19.	If I could change one thing about the FFVP it would be: (<i>Please write in</i>)					

			1			4	5
20.	How much of the fruits provided in the FFVP do students usually eat?		All or most (>75%)	∟_₂ Much (50-75%)	₃ Some (25-49%)	Little or	⊡₅ Don't know
21.	How much of the vegetables provided in the FFVP do students usually eat?		□₁ All or most (>75%)	□₂ Much (50-75%)	□₃ Some (25-49%)	Little or none (<25%)	Don't know
22.	Students eat less at school breakfast because of Fl	=VP.	All of the time	Much of the time	☐₃ Some of the time		Don't know
23.	udents eat less at school lunch because of FFVP.		All of the time	Much of the time	☐₃ Some of the time		Don't know
24.	Has the FFVP changed the fruits or vegetables students take and eat at school lunch ?	5	□_1 No	2 Yes, less fruits & veggies	☐₃ Yes, more fruits &veggies	Different kinds of fruits & veggies	Don't know
25.	Which 3 fruits do students like best in the FFVP? (<i>Please write in</i>)				_		Don't know
26.	Which 3 fruits do students like least in the FFVP? (<i>Please write in</i>)						Don't know
27.	Which 3 vegetables do students like best in the FFVP? (<i>Please write in</i>)						Don't know
28.	Which 3 vegetables do students like least in the FFVP? (<i>Please write in</i>)				_		Don't know
29.	During this current school year, has the FFVP	Never	1 to 6 ti	mes Mo			
	been promoted by foodservice staff ?		a yea	ar I	nthly or learly onthly	Weekly or Nearly Weekly	Daily or Nearly Daily
				ar M	learly	or Nearly	Nearly
	been promoted by foodservice staff ?			ar M	learly onthly	or Nearly Weekly	Nearly Daily
	been promoted by foodservice staff ?a) Posters or displays		2	ar ľ M	Jearly onthly □₃	or Nearly Weekly	Nearly Daily
	 been promoted by foodservice staff ? a) Posters or displays b) Fliers sent home 	1		ar f M	learly onthly	or Nearly Weekly	Nearly Daily □₅
	 been promoted by foodservice staff ? a) Posters or displays b) Fliers sent home c) Taste tests for students d) Nutrition education classes/instruction 			ar í M	Jearly onthly	or Nearly Weekly	Nearly Daily □₅ □₅
	 been promoted by foodservice staff ? a) Posters or displays b) Fliers sent home c) Taste tests for students d) Nutrition education classes/instruction to students 			ar M	Jearly onthly	or Nearly Weekly	Nearly Daily □₅ □₅
	 been promoted by foodservice staff ? a) Posters or displays b) Fliers sent home c) Taste tests for students d) Nutrition education classes/instruction to students e) Verbal encouragement of students 			ar M M	Jearly onthly	or Nearly Weekly	Nearly Daily □₅ □₅ □₅
	 been promoted by foodservice staff? a) Posters or displays b) Fliers sent home c) Taste tests for students d) Nutrition education classes/instruction to students e) Verbal encouragement of students f) Loudspeaker announcements g) Information to teachers on fruits and 			ar M M	Jearly onthly	or Nearly Weekly	Nearly Daily □₅ □₅ □₅ □₅

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ID#	
School ID#:	_

30.	Which of the following factors is a challenge of the FFVP?	Major Challenge	Minor Challenge	Not a Challenge	Don't Know
	a) Students don't like fruits and vegetables	1	2	3	4
	b) Students waste too much	1	2	3	4
	c) Messy to distribute and clean up	1	2	3	4
	d) Inadequate foodservice staff training or information	1	2	3	4
	e) Inadequate foodservice staff time		2	3	4
	f) Class time interrupted or taken away from student learning	1	2	3	4
	g) Students don't like to try new fruits and vegetables	1	2	3	4
	h) Inadequate quality of FFVP produce	1	2	3	4
	i) Inadequate variety of FFVP produce	1	2	3	4
	j) Inadequate amounts of FFVP produce	1	2	3	4
	k) Program requirements/regulations	1	2	3	4
	l) Perishability of FFVP produce		2	3	4
	m) Inadequate kitchen facilities		2	3	4
	n) Lack of storage space/facilities		2	3	4
	0) Other (<i>Please write in</i>)				
31.	Which of the following is a benefit of the FFVP?	Major Benefit	Minor Benefit	Not a Benefit	Don't Know
	a) Students eat more fruits and vegetables	1	2	3	4
	b) Students are more willing to try new foods	1	2	3	4
	c) Students learn about healthy foods		2	3	4
	d) Students eat fewer unhealthy foods		2	3	4
	e) Improved student behavior		2	3	4
	f) Other (Please write in)				