

## Special Nutrition Program Operations Study

# SN-OPS

## School Food Authority (SFA) Director Survey SY 2013-14

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0562. The time required to complete this information collection is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering the data needed, and completing and reviewing the information collection.



This survey is being conducted for the Food and Nutrition Service, U.S. Department of Agriculture as part of a study of the National School Lunch Program (NSLP), School Breakfast Program (SBP), and other USDA food programs throughout the country. All responses will be kept private; no names will be used in our reports, and only aggregated results will be reported.

Section 305 of the Healthy, Hunger-Free Kids Act of 2010 states that “States, State educational agencies, local educational agencies, schools, institutions, facilities, and contractors participating in programs authorized under this Act and the Child Nutrition Act of 1966 (42 U.S.C 1771 et seq.) shall cooperate with officials and contractors acting on behalf of the Secretary, in the conduct of evaluations and studies under those Acts.”

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:

U.S. Department of Agriculture  
Food and Nutrition Service  
Office of Policy Support  
Alexandria, VA 22302  
Attn: Dr. Allison Magness

**We thank you for your cooperation and participation in this very important study.**

## INSTRUCTIONS

**Please answer all questions.**

**Unless you see the words CHECK ALL THAT APPLY after a question, please check only one answer for each question.**

**If you have any questions about the study or about completing this survey, please email [SFASurveyHelp@2mresearchservices.com](mailto:SFASurveyHelp@2mresearchservices.com) or call 1-866-465-7738 (toll-free).**

Date: |\_|\_|/|\_|\_|/|\_|\_|\_|\_|  
Month Day Year

School District Name(s): \_\_\_\_\_

**Contact Information for the SFA Director:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone Number: |\_|\_|\_| - |\_|\_|\_| - |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|  
Area Code Number Extension

Email Address: \_\_\_\_\_

**Name and address of person filling out this survey if other than the SFA Director:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone Number: |\_|\_|\_| - |\_|\_|\_| - |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|  
Area Code Number Extension

Email Address: \_\_\_\_\_

## SECTION 1. SCHOOL PARTICIPATION

START TIME: \_\_\_\_\_:\_\_\_\_\_

The first few questions are about the number of schools in your school food authority (SFA) participating in the school breakfast and lunch programs during the 2013–2014 school year.

**1.1** For this question, please record your responses separately for elementary schools (i.e., schools composed of any span of grades from kindergarten through 6th grade); middle or junior high schools (i.e., schools that have no grade lower than 6 and no grade higher than 9); or high schools (i.e., schools that have no grade lower than 9 and continue through 12th grade). If any school does not meet the elementary, middle or junior high, or high school definition, please include it in the “other school” column and describe it briefly under item f.

Please answer the following questions for the 2013-2014 school year:

NUMBER OF SCHOOLS	ELEMENTARY SCHOOL	MIDDLE OR JUNIOR HIGH	HIGH SCHOOL	OTHER SCHOOL	TOTAL
a. How many <b>schools</b> in your SFA are participating in both the School Breakfast Program (SBP) and the National School Lunch Program (NSLP)?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _
b. How many <b>schools</b> in your SFA are participating in <b>SBP only</b> ?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _
c. How many <b>schools</b> in your SFA are participating in <b>NSLP only</b> ?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _
d. How many <b>schools</b> in your SFA are NOT participating in either SBP or NSLP?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _
e. What is the total number of <b>schools</b> in your SFA?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _

f. Please identify the grade spans included in schools listed under “other school.”

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**1.2 Please answer for the 2013-2014 school year:**

NUMBER OF SCHOOLS	ELEMENTARY SCHOOL	MIDDLE OR JUNIOR HIGH	HIGH SCHOOL	OTHER SCHOOL	TOTAL
a. How many <b>schools</b> in your SFA are participating in the NSLP Afterschool Snack Program?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _
b. How many <b>schools</b> in your SFA are participating in the At-Risk Supper Program?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _
c. How many <b>schools</b> in your SFA are participating in SBP as severe need schools (where 40% or more of the lunches served by the school were free or reduced-price in school year 2011-2012)?...	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _
d. How many <b>schools</b> in your SFA participated as Seamless Summer Option sites in summer 2013?.....	_ _ _	_ _ _	_ _ _	_ _ _	_ _ _

## SECTION 2. STUDENT PARTICIPATION

The next few questions are about the number of children enrolled in the school(s) you serve, and their participation in the school breakfast and lunch programs during the 2013–2014 school year.

**2.1** For these questions, please record your responses separately for elementary schools (i.e., schools composed of any span of grades from kindergarten through 6th grade); middle or junior high schools (i.e., schools that have no grade lower than 6 and no grade higher than 9); or high schools (i.e., schools that have no grade lower than 9 and continue through 12th grade). If any school does not meet the elementary, middle or junior high, or high school definition, please include it in the “other school” column.

Please answer for the 2013-2014 school year:

NUMBER OF STUDENTS	ELEMENTARY SCHOOL	MIDDLE OR JUNIOR HIGH	HIGH SCHOOL	OTHER SCHOOL	TOTAL
a. As of October 31, what was the total number of <b>students</b> enrolled in your SFA?*	.....	.....	.....	.....	.....
b. How many of the total enrolled <b>students</b> do not have access to SBP?*	.....	.....	.....	.....	.....
c. How many of the total enrolled <b>students</b> do not have access to NSLP?*	.....	.....	.....	.....	.....
d. How many of the total enrolled <b>students</b> were approved to receive free meals?.....	.....	.....	.....	.....	.....
e. How many of the total enrolled <b>students</b> were approved to receive reduced price meals?.....	.....	.....	.....	.....	.....
f. What was the average daily attendance for the month of October 2013?***	.....	.....	.....	.....	.....

\* The total school enrollment should include kindergarten students who attend school half day and do not have access to meals. Children attending a school that does not have the NSLP or the SBP should also be included in this count.

\*\* Calculate the average daily attendance for students in each type of school and place in the appropriate column. For the Total column, calculate the average daily attendance for all students, across all schools, in the district. Calculate average daily attendance by dividing the total number of student days by the number of calendar days school is in session.

2.2 For each school type, how many breakfast and lunch serving days were there in the 2013–2014 school year?

If there are differences among schools within your school district for number of serving days, provide the average number of serving days for the district. Do not include serving days for summer food service or other special programs that occur when the district is not in session.

NUMBER OF SERVING DAYS	ELEMENTARY SCHOOL	MIDDLE OR JUNIOR HIGH	HIGH SCHOOL	OTHER SCHOOL	TOTAL
a. Breakfast.....	_ _ _ _	_ _ _ _	_ _ _ _	_ _ _ _	_ _ _ _
b. Lunch.....	_ _ _ _	_ _ _ _	_ _ _ _	_ _ _ _	_ _ _ _

## SECTION 3. FOOD SERVICE OPERATIONS

The following questions are about food service operations for the 2013-2014 school year.

**3.1 Special Provision Options include:**

- Provision 1—Reducing certification to once every two years
- Provision 2—Reducing certification to once every four years, with claiming based on derived percentages
- Provision 3—Reducing certification to once every four years, with claiming based on prior funding levels
- Community Eligibility Provision (CEP)—Eliminating household applications in high poverty local educational agencies (LEAs) and schools, with claiming based on direct certification percentages (only available in a limited number of States)

Does your SFA have any schools operating under Special Provision Options (Provisions 1, 2, 3, and CEP)?

- 1  Yes
- 2  No → SKIP TO QUESTION 3.3

**3.2 How many schools are operating under the following Special Provision Options for NSLP and SBP?**

SPECIAL PROVISION OPTION	NSLP ONLY	SBP ONLY	BOTH NSLP AND SBP
a. Provision 1.....	_ _ _ _	_ _ _ _	_ _ _ _
b. Provision 2.....	_ _ _ _	_ _ _ _	_ _ _ _
c. Provision 3.....	_ _ _ _	_ _ _ _	_ _ _ _
d. CEP.....			_ _ _ _

**3.3 How likely is it that any schools in your LEA (including those currently operating under Provision 1, 2, or 3), would elect the CEP when the provision becomes available nationwide in school year 2014-2015?**

**MARK ONE**

- 1  Very likely
- 2  Likely
- 3  Unlikely
- 4  Very unlikely
- D  Don't know

**3.4 Which of the following formats is used for the application that parents use to apply for free or reduced-price school meals for their children for the 2013-2014 school year?**

**MARK ALL THAT APPLY**

- 1  Web-based or computer-based application
- 2  Computer-read or scannable paper application
- 3  Manually entered paper application
- 4  N/A—No parents in district submit applications for school meals → SKIP TO QUESTION 4.1



If you marked more than one response in 3.4, proceed to question 3.5. Otherwise, skip to question 3.6.

**3.5 What was the primary format of the application that parents use to apply for free or reduced-price school meals for their children for the 2013-2014 school year?**

**MARK ONE**

- 1  Web-based or computer-based application
- 2  Computer-read or scannable paper application
- 3  Manually entered paper application

S

**3.6 Is the web-based or computer-based application integrated with any of the following data systems?**

	YES	NO
a. Meals claiming system.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Point-of-sale system.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. Student records.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. Direct certification.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Other ( <i>Specify</i> ).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
_____		

**3.7 Who developed your local education agency's web-based or computer-based application processing system?**

	YES	NO
a. State child nutrition information technology (IT) staff.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. State IT staff from agencies other than child nutrition.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. Other, non-IT State staff.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. District IT staff.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Other, non-IT district staff.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
f. Vendor or contractor.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
g. Other ( <i>Specify</i> ).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
_____		

**3.8 For each basis for eligibility listed below, how is the determination of eligibility made when processing applications—manually by the determining official, or automatically (for example, by a computer algorithm, software program, or calculations performed with formulas in a spreadsheet)?**

SELECT ONE RESPONSE PER ROW

BASIS FOR ELIGIBILITY	MANUAL DETERMINATION	AUTOMATED DETERMINATION
a. Household income.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Assistance program case number (for example, SNAP, FDPIR, or TANF)*.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. Child enrolled in Head Start or Even Start.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. Foster child.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Homeless, migrant, or runaway child.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>

\* SNAP is the Supplemental Nutrition Assistance Program (formerly known as Food Stamps). FDPIR is the Food Distribution Program on Indian Reservations. TANF is Temporary Assistance for needy families.

**3.9 Does your LEA perform verification for cause (that is, verify questionable applications in addition to verifying the sample selected at random)?**

- 1  Yes
- 2  No → SKIP TO QUESTION 4.1

**3.9a Does your LEA use standardized criteria to identify questionable applications for verification for cause?**

- 1  Yes
- 2  No

## SECTION 4. COOPERATIVE PURCHASING

A purchasing cooperative is an agreement between two or more SFAs to procure services or goods as a collective unit. Purchasing cooperatives are also known as co-ops, group purchasing organizations (GPOs), or group buying organizations. This section asks about cooperatives, cooperative purchasing, and the role of advisory councils.

**4.1 Does your SFA use a management company or have a cooperative purchasing agreement to manage the procurement of USDA Foods or commercial products?**

	YES	NO
a. Management company.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Cooperative purchasing agreement.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>

If you marked “no” to 4.1a and 4.1b, skip to question 4.4. Otherwise, go to question 4.2.

**4.2 Does your SFA pay administrative fees to the management company or cooperative to oversee the purchase of USDA Foods?**

- 1  Yes
- 2  No

**4.3 How does your SFA oversee the execution of the contract or cooperative agreement?**

	YES	NO
a. SFA reviews invoices regularly.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. SFA provides feedback to management company or cooperative.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. SFA has advisory council to provide feedback to management company or cooperative.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. SFA meets with vendors to ensure representation in purchasing decisions.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Other ( <i>Specify</i> )..... _____	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**4.4 Does your SFA or cooperative have an advisory council that provides input on ordering USDA Foods or commercial foods?**

- 1  Yes
- 2  No → SKIP TO QUESTION 5.1

**4.4a Does the advisory council gather information from your SFA, and, if applicable, from other SFAs it advises to inform its decision-making process?**

- 1  Yes
- 2  No
- 3  Don't know

**4.4b Are advisory council members elected?**

- 1  Yes
- 2  No
- D  Don't know

**4.4c On average, how long is a council member's term, whether they are elected or not?**

|\_|\_| MONTHS OR |\_|\_| YEARS

- D  Don't know

## SECTION 5. NEW MEAL PATTERN REQUIREMENTS

This section asks about steps that your school district is taking to implement the new meal patterns.

### GENERAL IMPLEMENTATION

5.1 As you continue to implement the new meal patterns, how challenging is each of the following?

SELECT ONE RESPONSE PER ROW

	NOT CHALLENGING	A LITTLE CHALLENGING	MODERATELY CHALLENGING	VERY CHALLENGING	EXTREMELY CHALLENGING	NOT APPLICABLE	DON'T KNOW
a. Finding products that meet standards. .	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>
b. Maintaining student participation.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>
c. Separating portions when age-grade groups overlap.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>
d. Maintaining budget/food costs.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>
e. Student acceptance.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>
f. Parent/ community acceptance.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>
g. Foodservice staff acceptance.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>
h. Obtaining foodservice equipment.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	D <input type="checkbox"/>

**5.2 In comparison to before the implementation of the new meal pattern requirements, have you noticed any changes in the amount of food students waste or throw away at lunchtime?**

SELECT ONE RESPONSE PER ROW

	STUDENTS WASTE MORE	STUDENTS WASTE LESS	NO CHANGE	DON'T KNOW
a. Fluid milk.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>
b. Main dish/entrée.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>
c. Bread/grain items.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>
d. Salad/raw vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>
e. Cooked vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>
f. Fruit.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>
g. Desserts.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>
h. Other ( <i>Specify</i> ).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	D <input type="checkbox"/>

**5.3 If you have observed a change in the amount of food wasted, is this due to:**

N/A – Did not observe a change in the amount wasted → SKIP TO QUESTION 5.4

	YES	NO
a. The amount of time available to eat?.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Serving new food items?.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. The amount of food served?.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. Using different preparation methods?.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Another reason ( <i>Specify</i> ).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**5.4 Please indicate whether or not it has been a challenge meeting the new requirements for each of the following breakfast standards.**

N/A – SFA does not have a breakfast program → SKIP TO QUESTION 5.5

BREAKFAST STANDARDS	NOT A CHALLENGE	CHALLENGES ENCOUNTERED
a. Whole grains.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Non-whole grains.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. Fluid milk.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. Minimum average daily calories.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Maximum average daily calories.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
f. Trans-fat limit.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>

g. Average daily saturated fat amount.....

1

2

The next few questions ask about fruit, vegetables, and whole grains.

5.5 Since implementing the new meal patterns, how has the frequency with which you use each type of fruit product changed in order to meet the additional fruit requirements for **lunch**? *If you currently do not use a type of fruit product but used it before implementing the new meal patterns, mark “use less often.” If you currently do not use a product and also did not use it before, mark “same frequency.”*

	USE LESS OFTEN	SAME FREQUENCY	USE MORE OFTEN
a. Fresh whole.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. Fresh pre-cut.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
c. Frozen whole.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. Frozen pre-cut.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Canned with water.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Canned with juice.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
g. Canned with light syrup.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Canned with heavy or regular syrup.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
h. 100% fruit juice.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Dried fruit.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>

5.6 Since implementing the new meal patterns, how has the frequency in which you use each type of vegetable product changed in order to meet the additional vegetable requirements for **lunch**? *If you currently do not use a type of vegetable product but used it before implementing the new meal patterns, mark “use less often.” If you currently do not use a product and also did not use it before, mark “same frequency.”*

	USE LESS OFTEN	SAME FREQUENCY	USE MORE OFTEN
a. Fresh whole.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. Fresh pre cut.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
c. Frozen whole.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. Frozen pre cut.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Canned, no salt added.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Canned reduced sodium.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
g. Canned regular sodium.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>



**5.7 Since implementing the new meal patterns for breakfast, how challenging has it been to meet the 50 percent whole grain-rich requirements?**

**MARK ONE**

- 1  Not challenging
- 2  A little challenging
- 3  Moderately challenging
- 4  Very challenging
- 5  Extremely challenging

**5.8 What practices did you implement in order to meet the 50 percent whole grain-rich requirements for breakfast?**

**MARK ALL THAT APPLY**

- 1  Discontinue or change some menu options
- 2  Alter recipes
- 3  Purchase whole grain-rich products
- 4  Order whole grain-rich products from USDA Foods more often
- 5  Substitute whole grain-rich items for non-whole grain-rich items
- 6  Add whole grain-rich items to the menu
- 7  Increase portion sizes of some items
- 8  No changes—SFA already met the 50 percent whole grain-rich requirements
- 9  Other (*Specify*): \_\_\_\_\_
- D  Don't know

**5.9 What challenges do you anticipate for meeting the 100 percent whole grain-rich requirements for breakfast in school year 2014-2015?**

**MARK ALL THAT APPLY**

- 1  Availability of products that meet standards
- 2  Increased food costs
- 3  Student acceptance
- 4  Understanding the new requirements
- 5  Training of staff
- 6  No challenges—SFA already meets the 100 percent whole grain-rich requirements
- 7  Other (*Specify*): \_\_\_\_\_

**5.10 Since implementing the new meal patterns for lunch, how challenging has it been to meet the 50 percent whole grain-rich requirements?**

**MARK ONE**

- 1  Not challenging
- 2  A little challenging
- 3  Moderately challenging
- 4  Very challenging

5  Extremely challenging

**5.11 What practices did you implement in order to meet the 50 percent whole grain-rich requirements for lunch?**

**MARK ALL THAT APPLY**

- 1  Discontinue or change some menu options
- 2  Alter recipes
- 3  Purchase whole grain-rich products
- 4  Order whole grain-rich products from USDA Foods more often
- 5  Substitute whole grain-rich items for non-whole grain-rich items
- 6  Add whole grain-rich items to the menu
- 7  Increase portion sizes of some items
- 8  No changes—SFA already met the 50 percent whole grain-rich requirements
- 9  Other (*Specify*): \_\_\_\_\_
- D  Don't know

**5.12 What challenges do you anticipate for meeting the 100 percent whole grain-rich requirements for lunch in school year 2014-2015?**

**MARK ALL THAT APPLY**

- 1  Availability of products that meet standards
- 2  Increased food costs
- 3  Student acceptance
- 4  Understanding the new requirements
- 5  Training of staff
- 6  No challenges—SFA already meets the 100 percent whole grain-rich requirements
- 7  Other (*Specify*): \_\_\_\_\_

The next few questions ask about nutrient requirements, purchasing changes, implementation assistance, and the certification process.

**NUTRIENT REQUIREMENTS**

**5.13 What is the biggest challenge for each school type in meeting the calorie requirements for breakfast?**

SCHOOL TYPE	MEETING THE MINIMUM CALORIE REQUIREMENTS	NOT EXCEEDING THE MAXIMUM CALORIE REQUIREMENTS	NO BREAKFAST CALORIE CHALLENGES	N/A – DO NOT SERVE THIS GRADE-LEVEL GROUP
a. Grades K-5.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
b. Grades 6-8.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
c. Grades 9-12.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
d. Other (for example, K-8, K-12, or 6-12).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>

**5.14 What is the biggest challenge for each school type in meeting the calorie requirements for lunch?**

SCHOOL TYPE	MEETING THE MINIMUM CALORIE REQUIREMENTS	NOT EXCEEDING THE MAXIMUM CALORIE REQUIREMENTS	NO LUNCH CALORIE CHALLENGES	N/A – DO NOT SERVE THIS GRADE-LEVEL GROUP
a. Grades K-5.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
b. Grades 6-8.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
c. Grades 9-12.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
d. Other (for example, K-8, K-12, or 6-12)...	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>

**5.15 Do you currently know the sodium content of your meals?**

- 1  Yes  
 2  No → SKIP TO QUESTION 5.13

**5.15a What is your current average daily sodium content for breakfast and lunch for the 2013-2014 school year?**

SCHOOL TYPE	SODIUM CONTENT AMOUNTS			
	BREAKFAST		LUNCH	
a. Grades K-5.....	_ , _ _ _  mg	N/A <input type="checkbox"/>	_ , _ _ _  mg	N/A <input type="checkbox"/>
b. Grades 6-8.....	_ , _ _ _  mg	N/A <input type="checkbox"/>	_ , _ _ _  mg	N/A <input type="checkbox"/>
c. Grades 9-12.....	_ , _ _ _  mg	N/A <input type="checkbox"/>	_ , _ _ _  mg	N/A <input type="checkbox"/>
d. Other (for example, K-8, K-12, or 6-12)...	_ , _ _ _  mg	N/A <input type="checkbox"/>	_ , _ _ _  mg	N/A <input type="checkbox"/>

**5.16 What practices do you anticipate implementing in order to reduce your sodium levels to meet the sodium target for 2014-2015?**

**MARK ALL THAT APPLY**

- 1  Limit condiment use
- 2  Discontinue or change some menu options
- 3  Alter recipes
- 4  Purchase lower sodium products
- 5  Order low sodium products from USDA Foods more often
- 6  Decrease portion sizes of some items
- 7  Current sodium levels already meet the 2014-2015 target
- 8  Other (*Specify*): \_\_\_\_\_
- D  Don't know

**5.17 Has your SFA made any adjustments for groups of students to meet their needs/wants for additional foods?**

1  Yes

2  No

n  N/A – No additional needs/wants for additional foods

S

**5.18 What type of adjustments has your SFA made for groups of students to meet their needs/wants for additional foods? Check the box for each grade level that made the adjustment.**

SELECT ALL THAT APPLY PER ROW

SCHOOL TYPE	INCREASED FRUITS AND VEGETABLES	OFFERED SECOND MILK	OFFERED SECOND MEAL	INCREASED A LA CARTE OFFERINGS	OFFERED OTHER FEDERAL NUTRITION PROGRAMS	OTHER
a. Grades K-5.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
b. Grades 6-8.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
c. Grades 9-12.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
d. Other (for example, K-8, K-12, or 6-12).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>

If you marked “other” for any grade group in 5.18, continue to question 5.18a. Otherwise, skip to question 5.19.

**5.18a. What other kinds of adjustments has your SFA made for groups of students to meet their needs/wants for additional foods?**

\_\_\_\_\_

**PURCHASING CHANGES**

**5.19 Have you had difficulty purchasing any of the following vegetable subgroups?**

	YES	NO
a. Dark green vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Red/orange vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. Beans/peas (legumes).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. Starchy vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Other vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**5.20 Which of the following were reasons you had difficulty purchasing vegetables?**

**MARK ALL THAT APPLY**

- 1  Not enough variety on the market
- 2  Items are too expensive
- 3  Items require too much preparation
- 4  Items are not acceptable to students
- 5  Limited availability of items
- 6  Other (*Specify*): \_\_\_\_\_
- 7  N/A—No difficulty purchasing vegetables

**5.21 Have you changed the types and amounts of USDA Foods you order to meet the updated nutrient requirements and meal patterns?**

- 1  Yes
- 2  No

**IMPLEMENTATION ASSISTANCE**

**5.22 Has your district used the USDA sharing website to assist with menu changes (<http://healthymeals.nal.usda.gov/best-practices>)?**

- 1  Yes
- 2  No
- D  Don't know

**CERTIFICATION PROCESS**

**5.23 Have you been certified to receive the additional reimbursement of 6 cents per lunch?**

- 1  Yes → SKIP TO QUESTION 6.1
- 2  No



**5.23a Have you submitted certification materials for the additional 6 cents per lunch reimbursement?**

- 1  Yes → SKIP TO QUESTION 6.1
- 2  No

**5.23b Which of the following are reasons why you have not submitted certification materials for the additional 6 cents per lunch reimbursement?**

**MARK ALL THAT APPLY**

- 1  Limited staff resources
- 2  Limited technical resources (for example, no computer, Internet access, or software)
- 3  Difficulties in developing menus to meet the new meal patterns
- 4  Difficulties fully implementing meal patterns
- 5  Difficulties meeting calorie or saturated fat requirements
- 6  Limited product availability to implement meal patterns or meet nutrient requirements
- 7  Paperwork burden
- 8  Costs of implementation are too high
- 9  Not enough training to complete the application process
- 10  Other (*Specify*): \_\_\_\_\_

## SECTION 6. MEAL PRICES

The next few questions are about the meal prices for school year 2013-2014. For this section, please record your responses separately for elementary schools (i.e., schools composed of any span of grades from kindergarten through 6th grade); middle or junior high schools (i.e., schools that have no grade lower than 6 and no grade higher than 9); or high schools (i.e., schools that have no grade lower than 9 and continue through 12th grade). If any school does not meet the elementary, middle or junior high, or high school definition, please include it in the “other school” column.

**6.1 What prices did you charge for reimbursable full price, reduced price, and adult breakfasts in your school district by school level at the beginning of the 2013-2014 school year?**

If students are not charged for breakfast (for example, schools are operating under Provision 2, Provision 3, or CEP, or another funding source covers the meal costs), breakfast is not served at a school level, or your SFA does not have schools at a level, please check the appropriate box. If applicable, please still report the prices charged for adult breakfasts.

BREAKFAST PRICES	ELEMENTARY SCHOOL	MIDDLE OR JUNIOR HIGH	HIGH SCHOOL	OTHER SCHOOL
a. Full price breakfast.....	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __
b. Reduced price breakfast.....	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __
c. Breakfast is served at no cost to students at this type of school.....	0 <input type="checkbox"/>	0 <input type="checkbox"/>	0 <input type="checkbox"/>	0 <input type="checkbox"/>
d. Adult breakfast.....	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __
e. Do not serve breakfast at this type of school.....	N <input type="checkbox"/>	N <input type="checkbox"/>	N <input type="checkbox"/>	N <input type="checkbox"/>
f. Do not have this type of school.....	N <input type="checkbox"/>	N <input type="checkbox"/>	N <input type="checkbox"/>	N <input type="checkbox"/>

**6.2 What prices did you charge for reimbursable full price, reduced price, and adult lunches in your school district by school level at the beginning of the 2013-2014 school year?**

If students are not charged for lunch (for example, schools are operating under Provision 2, Provision 3, or CEP, or another funding source covers the meal costs) or your SFA does not have schools at a level, please check the appropriate box. If applicable, please still report the prices charged for adult lunches.

LUNCH PRICES	ELEMENTARY SCHOOL	MIDDLE OR JUNIOR HIGH	HIGH SCHOOL	OTHER SCHOOL
a. Full price lunch.....	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __
b. Reduced price lunch.....	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __
c. Lunch is served at no cost to students at this type of school.....	0 <input type="checkbox"/>	0 <input type="checkbox"/>	0 <input type="checkbox"/>	0 <input type="checkbox"/>
d. Adult lunch.....	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __	\$  __ .  __   __
e. Do not have this type of school.....	N <input type="checkbox"/>	N <input type="checkbox"/>	N <input type="checkbox"/>	N <input type="checkbox"/>



**6.3 What did you do for school year 2013-2014 in response to the paid lunch equity provision in the Healthy, Hunger-Free Kids Act of 2010?**

**MARK ALL THAT APPLY**

- 1  Increased paid lunch prices in all schools
- 2  Increased paid lunch prices in some schools
- 3  Paid lunch pricing already complied with new provision
- 4  Added funds from non-Federal sources to the nonprofit school food service account
- 5  Requested or received an exemption from the paid lunch equity requirement from the State
- 6  No action was taken
- 7  Other (*Specify*): \_\_\_\_\_

**6.4 What non-Federal revenue sources were used to mitigate potential price increases in paid meals?**

N/A – Non-Federal revenue sources were not used → SKIP TO QUESTION 6.5

	YES	NO	N/A
a. Per-meal State reimbursement for <i>any</i> paid meals (breakfast, lunch, etc.).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. Per-meal reimbursement by local sources for <i>any</i> paid meals.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
c. Funds provided by organizations, such as school-related or community groups, for <i>any</i> paid meals.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. State revenue matching funds that exceed the minimum requirement for paid lunches.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Share of direct payments made from school district funds to support meal services attributable to <i>any</i> paid meals (for example, pro rata share of general funds used to support meal service).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Other ( <i>Specify</i> ) .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>

**6.5 What was the average weighted price of all paid NSLP lunches charged in your SFA for school year 2013-2014?**

\$ |\_\_|. |\_\_|. |\_\_|. DOLLARS

**Note: The average weighted lunch price can be calculated using the USDA Paid Lunch Equity (PLE) Tool. The 2013-2014 average weighted price can be found in the SY 13-14 NonFederal Calculator or Price Calculator tabs of the Tool.**

**The average weighted price for paid lunches should be based on the monthly number of paid lunches and the paid lunch prices using October 2013 data. An average weighted price is calculated by multiplying the number of paid lunches by the price paid for each lunch, then dividing by the total number of paid lunches in October 2013.**

**For example, suppose 300 paid lunches were served in October 2013, with \$2.57 paid for 100 lunches and \$2.60 paid for 200 lunches. The average weighted price is calculated as: (100 meals \* \$2.57) + (200 meals \* \$2.60) / (100+200 meals) = \$2.59 per meal.**

**6.6 Have you increased a la carte prices between the 2012-2013 and 2013-2014 school years?**

- 1  Yes  
 2  No → SKIP TO QUESTION 7.1

**6.6a What types of a la carte foods had increased prices? On average, how much were prices increased?**

	YES	IF YES, HOW MUCH PRICES INCREASED ON AVERAGE	NO
a. Beverages (water, juice, sports drinks, etc.).....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
b. Milk.....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
c. Frozen desserts (ice cream, popsicles, etc.).....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
d. Baked goods – dessert (cookies, cakes, pastries, etc.).....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
e. Bread/grain products (bagels, pretzels, crackers, etc.).....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
f. Snacks (chips, energy bars, jerky, etc.).....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
g. Candy.....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
h. Prepared entrées (pizza, hamburgers, burritos, etc.)..	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
i. Prepared non-entrée food (French fries, onion rings, etc.).....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>
j. Reimbursable meal options.....	1 <input type="checkbox"/>	\$  __ . __ __	2 <input type="checkbox"/>

## SECTION 7. REVENUES AND EXPENDITURES

This section asks about revenues and expenditures.

- 7.1 For the 2012-2013 school year, please record all revenues that were received by your school district's food service program.

Please include revenues from Federal sources (for example, reimbursements for free, reduced price, and full price meals, reimbursements for other Child Nutrition programs, or adjustments for an underclaim from a Federal or State audit), State sources (for example, reimbursements for free or reduced price meals), local sources (for example, student payments for reimbursable meals, adult meals, a la carte sales, school district subsidy, community donations, or catering) or any other sources.

\$ |\_\_|,|\_\_|\_\_|\_\_|,|\_\_|\_\_|\_\_|.|\_\_|\_\_| TOTAL REVENUE

- 7.2 For the 2012-2013 school year, please record all expenditures made by your school district's food service program.

Please include expenditures such as salaries, fringe benefits, total purchased foods (including foods for both reimbursable and non-reimbursable meals), capital expenditures, supplies, storage and transportation, maintenance and repairs, contracted services, payment for an overclaim as a result of a Federal or State audit, overhead or indirect costs, or any other sources.

\$ |\_\_|,|\_\_|\_\_|\_\_|,|\_\_|\_\_|\_\_|.|\_\_|\_\_| TOTAL EXPENDITURES

## SECTION 8. FARM TO SCHOOL ACTIVITIES

Farm to School activities generally center around procurement of local or regional foods, and food, agriculture or nutrition-based educational activities including but not limited to:

- Serving local food products in school meals and snacks
- Serving local food products in classrooms (snacks, taste tests, educational tools)
- Conducting educational activities related to local foods, such as farmers in the classroom and culinary education focused on local foods, field trips to farms, farmers' markets or food processing facilities, and educational sessions for parents and community members
  - Creating and tending school gardens (growing edible fruits and vegetables)

**8.1 Based on the definition above, did your district or any schools in your district participate in Farm to School activities during the 2012-2013 school year?**

1	<input type="checkbox"/> Yes	
2	<input type="checkbox"/> No, but started activities in 2013-2014 school year	S
3	<input type="checkbox"/> No, but plan to start activities sometime in the future	
4	<input type="checkbox"/> No activities in 2013-2014 school year and no plans for future	
D	<input type="checkbox"/> Don't know	

*Note: A vertical line on the left side of the form connects the top of the options to the bottom of the options. A horizontal line connects the right side of the options to the 'S' box.*

**8.2 To the best of your knowledge, approximately how many schools in your district participated in any Farm to School activities during the 2012-2013 school year?**

|\_|\_|\_| SCHOOLS

**8.3 To the best of your knowledge, approximately how many schools in your district had edible school gardens during the 2012-2013 school year?**

|\_|\_|\_| SCHOOLS

**8.4 Based on dollar value, please list the top 5 specific food items (for example, apples, chicken drumsticks) your school district purchased locally in 2012-2013.**

- 1  Food item #1: \_\_\_\_\_
- 2  Food item #2: \_\_\_\_\_
- 3  Food item #3: \_\_\_\_\_
- 4  Food item #4: \_\_\_\_\_
- 5  Food item #5: \_\_\_\_\_

**8.5 On average, about how frequently did your district's meals or snacks for the 2012-2013 school year include at least one locally sourced food item from the categories below?**

SELECT ONE RESPONSE PER ROW

	DAILY	A FEW TIMES PER WEEK	WEEKLY	A FEW TIMES PER MONTH	MONTHLY	OCCASIONALLY	NEVER
a. Fruit.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
b. Vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
c. Fluid milk.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
d. Other dairy.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
e. Meat/poultry.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
f. Eggs.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
g. Seafood.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
h. Plant-based protein items such as beans, seeds, or nuts.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
i. Grains and flour....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
j. Bakery products...	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
k. Herbs.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>
j. Other ( <i>Specify</i> )....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>

The following questions ask about what you spent on food and local food in school year 2012-2013. Please give your best approximation.

**8.6 For the 2012-2013 school year, approximately what were your total food costs?**

\$ |\_\_|,|\_\_|\_\_|\_\_|,|\_\_|\_\_|\_\_|.00 DOLLARS

**8.7 For the 2012-2013 school year, approximately what were your total food costs excluding USDA Foods and DoD Fresh?**

\$ |\_\_|,|\_\_|\_\_|\_\_|,|\_\_|\_\_|\_\_|.00 DOLLARS

**8.8 For the 2012-2013 school year, about what percent of total food purchases were spent on locally-sourced foods, including fluid milk? *Your best guess is fine.***

|\_\_|\_\_|\_\_|%

**8.9 For the 2012-2013 school year, about what percent of total food purchases were spent on local foods excluding fluid milk? *Your best guess is fine.***

|\_\_|\_\_|\_\_|%

**8.10 Compared to the 2013-2014 school year, in 2014-2015 do you anticipate your local purchases will:**

- 1  Increase
- 2  Decrease

3  Stay the same

## SECTION 9. FOOD SAFETY

### 9.1 In which of the following locations are foods served to students?

MARK ALL THAT APPLY

- 1  Cafeteria or other indoor/outdoor food service area
- 2  School buses
- 3  Classrooms
- 4  Outdoors (other than a food service area)
- 5  Grab and go
- 6  Kiosks
- 7  Vending machines
- 8  School stores
- 9  Field trips
- 10  Mobile food trucks
- 11  Other (*Specify*): \_\_\_\_\_

### 9.2 In addition to school nutrition staff, who serves food to students?

MARK ALL THAT APPLY

- 1  Teachers
- 2  Classroom aides
- 3  Parent volunteers
- 4  Bus drivers
- 5  Other (*Specify*): \_\_\_\_\_
- 6  None of these

### 9.3 Outside groups include those that are not part of the school nutrition program. They may include groups associated with the school (for example, parent/teacher associations or organizations, student organizations, or booster clubs).

Are outside groups permitted to use any kitchens in your SFA without oversight from school nutrition staff?

- 1  Yes
- 2  No
- 3  N/A—SFA does not have any kitchens

### 9.4 Does your SFA have a policy for school nutrition employees that address health and hygiene?

- 1  Yes
- 2  No → SKIP TO QUESTION 9.6

**9.5 When are employees with symptoms of vomiting or diarrhea allowed to return to work?**

**MARK ALL THAT APPLY**

- 1  When they are symptom-free for at least 24 hours
- 2  With approval from a doctor
- 3  Other (*Specify*): \_\_\_\_\_
- 4  Policy does not address when employees may return to work

**9.6 Are full-time or part-time school nutrition employees offered paid sick leave? Please use your SFA's own definition of "full-time" or "part-time" to answer this question.**

	YES	NO
a. Full-time school nutrition employees.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Part-time school nutrition employees.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**9.7 Since school year 2010-2011, have any schools in your SFA been investigated as part of a foodborne illness outbreak?**

- 1  Yes
- 2  No → SKIP TO QUESTION 10.1

**9.7a What was the source of the outbreak? If your SFA has been investigated in more than one outbreak, please indicate the source(s) identified in all investigations.**

**MARK ALL THAT APPLY**

- 1  School meals program
- 2  Food from home
- 3  A fundraising event
- 4  A sporting event
- 5  An event catered by a restaurant
- 6  Other (*Specify*): \_\_\_\_\_
- 7  Source was not determined



## SECTION 10. SMARTER LUNCHROOMS

**10.1 Smarter Lunchrooms use simple, low-cost and no-cost changes to the lunchroom environment to get students to take and eat more healthy foods. Examples of Smarter Lunchrooms strategies include relocating fruit to a more eye-catching location, renaming vegetables with appealing names, and prompting students to select and enjoy healthy foods. Are you aware of the Smarter Lunchrooms Movement?**

- 1  Yes  
 2  No → SKIP TO QUESTION 10.3

**10.2 Have you or any of the school nutrition staff in your district ever received training on Smarter Lunchrooms strategies?**

- 1  Yes  
 2  No → SKIP TO QUESTION 10.3

**10.2a Which of the following types of Smarter Lunchrooms training have you or school nutrition staff received?**

	YES	NO
a. Creating Smarter Lunchrooms Online Course.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
b. Smarter Lunchrooms Movement Symposium.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
c. Smarter Lunchrooms workshop offered by the State.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
d. Team Nutrition workshop or webinar on Smarter Lunchrooms.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
e. Other ( <i>Specify</i> ).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>
_____		

**10.3 For each of the following strategies (Smarter Lunchrooms strategies), approximately how many schools used the strategy during the 2013-2014 school year?**

	NONE	SOME	ALL	N/A – NO SCHOOLS IN SFA HAVE THIS FEATURE
<b>Strategies to encourage fruit consumption</b>				
a. Use additional signs or verbal prompts to draw attention to fruit and encourage students to take some.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
b. Display fruit in two or more locations.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
c. Display the whole fruit.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
d. Use attractive bowls to display fruit rather than stainless steel pans.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
e. Display fruit near the register.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
<b>Strategies to encourage vegetable consumption</b>				
f. Offer choice of vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
g. Give vegetables creative names.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
h. Create a student committee responsible for the naming of and creating signage for vegetables.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
i. Display creative names for vegetables on a poster or menu board outside the cafeteria.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
j. Offer a salad/salad bar.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
k. Move salad bar away from wall, in front of cash register.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
l. Require or encourage the use of cafeteria trays.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
<b>Strategies to encourage consumption of the healthy entrée</b>				
m. Display creative names for targeted entrées near entrées on the serving line.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
n. Display creative names of targeted entrées on a poster or menu board outside the cafeteria.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
o. Make the entrée with the greatest nutrient density the first or most prominent on the line.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
<b>Strategies to encourage consumption of white/plain milk</b>				
p. Display white milk in all milk coolers.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
q. Have white milk as at least one-third of drinks displayed in each cooler.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	

	NONE	SOME	ALL	N/A – NO SCHOOLS IN SFA HAVE THIS FEATURE
r. Place white milk in front of or before flavored milk/other sugar-added beverages.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
<b>Strategies to encourage consumption of a reimbursable meal</b>				
s. Create a healthy-items-only convenience line or window stocked with: milk, fruits, vegetables, premade sandwiches or salads, and lowest-fat/lowest-sodium entrée items.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	5 <input type="checkbox"/>
t. Move all "competitive foods" (chips, cookies, etc.) behind the serving counter in the regular lunch line.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	5 <input type="checkbox"/>
u. Make all "competitive foods" in the regular lunch line available by request only.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	5 <input type="checkbox"/>
v. Place the components of a reimbursable meal or a reimbursable "grab-and-go" bag at the snack window.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	5 <input type="checkbox"/>
w. Keep ice cream in a freezer with an opaque rather than clear top.....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	5 <input type="checkbox"/>
<b>Other Smarter Lunchroom Strategies</b>				
x. Other ( <i>Specify</i> ).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	
y. Other ( <i>Specify</i> ).....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	

**10.4** For the 2012-2013 and 2013-2014 school years, approximately how many schools in your district used at least one Smarter Lunchroom strategy? *Your best guess is fine.*

SCHOOL YEAR	ELEMENTARY SCHOOL	MIDDLE OR JUNIOR HIGH	HIGH SCHOOL	OTHER SCHOOL
a. SY 2012-2013.....	_ _ _	_ _ _	_ _ _	_ _ _
b. SY 2013-2014.....	_ _ _	_ _ _	_ _ _	_ _ _

END TIME: \_\_\_\_ : \_\_\_\_

**Thank you for your participation in this important study.**