## F2. GROUPS 2, 3—FSM SURVEY

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# School Nutrition and Meal Cost Study 

## School Nutrition Manager Survey

February 6, 2014

## Sponsored by:

U.S. Department of Agriculture Food and Nutrition Service

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## INSTRUCTIONS

- Please answer all of the questions, except for those that you are instructed to skip based on your answer to a specific question.
- If you have any questions about the study or about completing this survey, please do not hesitate to contact your technical assistant by phone at 1-xxx-xxx-xxxx (toll-free) or e-mail xxx@mathematicampr.com.

The information you provide will be used only for statistical purposes. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002, your responses will not be disclosed in identifiable form without your consent.

Under the Healthy, Hunger-Free Kids Act of 2010, participation in this study is mandatory. We thank you for your cooperation and participation in this very important study.

1. Does your school participate in the School Breakfast Program (SBP)?
$1 \square$Yes
$0 \quad \square$No
2. Does your school do any of the following?

Note: School gardens include those that are used for nutrition education and/or foodservice purposes. The Fresh Fruit and Vegetable Program provides funds to purchase fresh fruits and vegetables and distribute them free to students outside of reimbursable meals.

|  | MARK ONE RESPONSE PER ROW |  |  |
| :---: | :---: | :---: | :---: |
|  | YES | NO | $\begin{aligned} & \text { DON'T } \\ & \text { KNOW } \end{aligned}$ |
| a. Operate a school garden... | 1 $\square$ 0 $\square$ |  | ${ }_{\mathrm{d}} \square$ |
| b. Participate in the Fresh Fruit and Vegetable Program. | ${ }_{1} \square$ | ${ }_{0} \square$ | ${ }_{\mathrm{d}} \square$ |
| c. Participate in a Farm to School Program.. | ${ }_{1} \square$ | ${ }^{\circ} \square$ | d $\square$ |

3. Which of the following best describes your kitchen?

MARK ONE ONLY
1An on-site kitchen where meals are prepared for serving only at this school

2An on-site production kitchen where meals are prepared for serving at this school and shipped to other schools

3A receiving or satellite kitchen that obtains partially prepared meals from a central or production kitchen

4A receiving or satellite kitchen that obtains fully prepared meals from a central or production kitchen
4. Do students have the option to pre-order their lunch?

MARK ONE ONLY
1Yes, students are required to pre-order lunch

2Yes, students have the option to pre-order lunch but it is not required

3No, students do not have the option to pre-order lunch

## IMPLEMENTING THE NEW MEALS AND COMPETITIVE FOODS REQUIREMENTS

5. Since school year (SY) 2012-2013, which of the following types of food service operations training or technical assistance (TA) to implement the new meals requirements have you or other school nutrition staff received? For each type of training or TA received, please indicate who provided it.

|  | MARK ONE RESPONSE PER ROW |  |  |
| :---: | :---: | :---: | :---: |
|  | DID NOT RECEIVE TRAINING | SFA DIRECTOR OR OTHER SFA STAFF PROVIDED TRAINING | SOMEONE ELSE PROVIDED TRAINING |
| a. Menu planning.. | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| b. Nutrition education.... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| c. General nutrition................................................... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| d. Food production... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| e. Food serving.......................................................... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| f. Cashiering/point-of-service....................................... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| g. Food purchasing.................................................... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| h. Receiving and storage............................................. | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| i. Food safety............................................................. | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| j. Verifying free/reduced meal applications..................... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| k. Program and human resource management................ | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| I. Financial management............................................. | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| m. Staff training........................................................... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| n. Facilities and equipment planning.............................. | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| o. Communications, marketing, and/or public relations..... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| p. Other (specify)........................................................ | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |

6. Does your school use any commercially prepared foods or ingredients in reimbursable meals that contain trans fat (greater than 0 grams of trans fat per serving)?
1Yes
0No
7. For lunch service, does your school have more than one serving line or food station that offers reimbursable lunches or components of reimbursable lunches? Food stations include kiosks or carts, service windows, standalone salad bars or other self-serve bars, fresh fruit bowls/displays, and milk coolers.

8. Which of the following strategies do you use to ensure that all students can select the required minimum amounts of all meal pattern components at lunch? Meal pattern components required at lunch include fruit, vegetables, grain, meat/meat alternates, and milk.

|  | MARK ONE RESPONSE PER ROW |  |
| :---: | :---: | :---: |
|  | YES | NO |
| a. All meal components are provided on every serving line or food station in the required minimum amounts. | ${ }_{1} \square$ | ${ }^{\circ} \square$ |
| b. Students must visit multiple serving lines or food stations that together offer all required meal components (for example, pasta station, fruit and vegetable bar, and milk cooler). | ${ }_{1} \square$ | ${ }_{0} \square$ |
| c. Other (specify). | ${ }_{1} \square$ | ${ }^{\circ} \square$ |
|  |  |  |

If you marked "yes" to more than one strategy in Q.8, go to Q.9. Otherwise, go to Q.10.
9. Does the number or type of serving lines or food stations at lunch vary...

|  | MARK ONE RESPONSE PER ROW |  |  |
| :---: | :---: | :---: | :---: |
|  | YES | NO | $\begin{gathered} \text { NOT } \\ \text { APPLICABLE } \end{gathered}$ |
| a. From day to day? | ${ }_{1} \square$ | ${ }_{2} \square$ |  |
| b. By meal period or grade?.......................................... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| c. From one cafeteria to another?....... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |

10. For breakfast service (including grab-and-go), does your school have more than one serving line or food station that offers reimbursable breakfasts or components of reimbursable breakfasts?

Yes
No, all breakfasts are served in the classroom
No, school has only one serving line or station at breakfast

11. Which of the following strategies do you use to ensure that all students can select the required minimum amounts of all meal pattern components at breakfast? Meal pattern components required at breakfast include fruit, grains, and milk.

If you marked "yes" to more than one strategy in Q .11 , go to Q .12 . Otherwise, go to Q .13 .
12. Does the number or type of serving lines or food stations at breakfast vary...

|  | MARK ONE RESPONSE PER ROW |  |  |
| :---: | :---: | :---: | :---: |
|  | YES | NO | NOT APPLICABLE |
| a. From day to day? | ${ }_{1} \square$ | ${ }_{2} \square$ |  |
| b. By meal period or grade? | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| c. From one cafeteria to another?......... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |
| d. When attendance may be lower (for example, a late bus arrival or large field trip)? | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{3} \square$ |

13. For reimbursable lunches, what is the maximum number of servings of fruits and vegetables (including 100\% juice) that students are allowed to choose?
Note: If there is no limit on servings of fruits or vegetables, please check "unlimited." If the maximum number of servings students can choose varies depending on the day, please check "varies from day to day." If the maximum number of fruit or vegetable servings allowed varies depending on the serving line or food station a student uses, enter the maximum number allowed for the line/station that serves the most students.

MARK ONE RESPONSE PER ROW
MAXIMUM NUMBER OF SERVINGS STUDENTS CAN CHOOSE AT LUNCH
a. Fruits (including 100\% juice).
b. Vegetables (including 100\% juice). $\qquad$

\begin{tabular}{|c|c|c|}
\hline \multicolumn{3}{|r|}{MAXIMUM NUMBER OF SERVINGS STUDENTS CAN CHOOSE AT LUNCH} <br>
\hline |__|__| SERVINGS \& $$
\begin{array}{lr}
1 & \square \\
\text { Unlimited }
\end{array}
$$ \& ${ }_{\mathrm{na}} \square$ Varies from day to day <br>
\hline I__|__| SERVINGS \& 1

Unlimited \& ${ }_{\mathrm{na}} \square$ Varies from day to day <br>
\hline
\end{tabular}

14. For reimbursable breakfasts, what is the maximum number of servings of fruits and vegetables combined (including 100\% juice) that students are allowed to choose?

Note: If there is no limit on servings of fruits and vegetables, please check "unlimited." If the maximum number of servings students can choose varies depending on the day, please check "varies from day to day." If the maximum number of fruit and vegetable servings allowed varies depending on the serving line or food station a student uses, enter the maximum number allowed for the line/station that serves the most students.

MARK ONE RESPONSE

| MAXIMUM NUMBER OF SERVINGS STUDENTS CAN CHOOSE AT |  |  |
| :---: | :---: | :---: |
|  | Unlimited | ${ }_{\text {na }} \square$ Varies from day to day |

15. USDA issued new rules that define nutrition standards for all foods and beverages sold on school campuses during the school day. These rules went into effect in SY 2014-2015. Following is a list of potential challenges schools may face in implementing the new nutrition standards. Using a scale of 1 to 5 , where $1=$ not a challenge and $5=$ a significant challenge, please rate the degree to which each is a challenge in your school.
a. Understanding the new nutrition standards for competitive foods.
b. Availability of competitive foods that meet the new nutrition standards.
c. Cost of competitive foods that meet the new nutrition standards
d. Student acceptance of competitive foods that meet the new nutrition standards
e. School faculty and staff reactions to the competitive foods that meet the new nutrition standards.
f. Other (specify) $\qquad$

| NOT A CHALLENGE |  |  |  | SIGNIFICANT CHALLENGE |
| :---: | :---: | :---: | :---: | :---: |
| $1 \quad \square$ | $2 \square$ | $3 \square$ | $4 \square$ | $5 \square$ |
| $1 \quad \square$ | $2 \square$ | $3 \square$ | $4 \square$ | $5 \square$ |
| $1 \square$ | $2 \square$ | $3 \square$ | $4 \square$ | $5 \square$ |
| $1 \quad \square$ | $2 \square$ | $3 \square$ | $4 \square$ | $5 \square$ |
| 1 | 2 | $3 \square$ | $4 \square$ | $5 \square$ |
| $1 \quad \square$ | $2 \square$ | $3 \square$ | $4 \square$ | $5 \square$ |

## MEAL PRICING AND SERVICE

16. What is the price of a USDA-reimbursable breakfast for students who are classified as reduced price?
\$ $\qquad$ 1.1 $\qquad$ AMOUNT

1Don't participate in School Breakfast Proģam GO TO Q. 18

2All students receive free breakfests
GO TO Q. 18
17. What is the price of a USDA-reimbursable breakfast for students who pay the full price? Record more than one answer if your school offers breakfast at different prices (for example, a higher price for larger portions or a discount for a weekly meal ticket).
\$ $\qquad$ |.|__| STANDARD FULL PRICE
\$ $\qquad$ OTHER FULL PRICE (specify) $\qquad$
\$ $\qquad$ |.|___ OTHER FULL PRICE (specify) $\qquad$
18. What is the price of a USDA-reimbursable lunch for students who pay the reduced price?
\$ $\qquad$ .|___ AMOUNT

1All students receive free lunemes
GO TO Q. 20
19. What is the price of a USDA-reimbursable lunch for students who pay the full price? Record more than one answer if your school offers lunch at different prices (for example, a higher price for larger portions or a discount for a weekly meal ticket).
\$ $\qquad$ |.|__| I_ STANDARD FULL PRICE
\$ $\qquad$ .|___ OTHER FULL PRICE (specify) $\qquad$
\$ $\qquad$ |.|__| OTHER FULL PRICE (specify) $\qquad$
20. How are reimbursable meals recorded by the cashier at the register?

MARK ALL THAT APPLY
1Cashier visually confirms the meal
2Cashier enters each item and system determines if it is a reimbursable meal
3Other (specify)
21. How are students who are eligible for free or reduced-price lunches identified by the cashier?

MARK ALL THAT APPLY
1Point-of-sale system
2Coded tickets or tokensCashier listsPersonal ID numbers (PINs)
5Bar code/magnetic stripCoded identification cardsVerbal identification
8Finger scan
9All students receive free lunches
10Other (specify)
22. How do students pay for reimbursable meals or a la carte items?

|  | MARK ALL THAT APPLY |  |
| :---: | :---: | :---: |
|  | REIMBURSABLE MEALS | A LA CARTE ITEMS |
| a. Cash........ | $1 \square$ | $2 \square$ |
| b. Amount debited from balance on student account.... | $1 \quad \square$ | $2 \square$ |
| c. Tickets or tokens... | $1 \square$ | $2 \square$ |
| d. Other (specify)... | $1 \quad \square$ | $2 \square$ |
| e. School does not sell a la carte items (including milk) |  | $2 \square$ |

23. Do you use the offer-versus-serve option at breakfast?

MARK ONE ONLY
1Yes, for all studentsYes, for some students
No
Don't participate in School Breakfast Program
If responding for a high school, go to Q.25.
24. Do you use the offer-versus-serve option at lunch?

MARK ONE ONLY
1Yes, for all studentsYes, for some students No
25. What times are your lunch period(s)?

| PERIOD | FROM | то |
| :---: | :---: | :---: |
| 1 | \|__|_-_|:_|_-| | \|__|__|:|_-|__| |
| 2 | \|__|__|:|__|_-| | \|_-_|_-|: |
| 3 | \|__|__|:|_-|__| | \|__|__|:|__|__| |
| 4 | \|__|_-|: | \|_-|__|:|__|__| |
| 5 | \|__|__|:|__|__| | \|__|__|:|__|__| |
| 6 | \|__|__|:|_-|__| | \|_-_-_|:|__|__| |
| 7 | \|__|_-|: | \|__|__|:|__|__| |
| 8 | \| __|__|:|__|_-| | \| _ | |
| 9 | \|__|__|: | \|__|__|:|__|__| |
| 10 | \|__|__|:|__|_| | \|__|__|:|__|__| |

If no School Breakfast Program, go to Q.29.
26. What time does your school serve breakfast?

FROM TO
$\qquad$ | : $\qquad$ _I $\qquad$ | : $\qquad$
27. How many minutes, on average, would you estimate a student spends in line to get breakfast?
$\qquad$
$\qquad$ MINUTES
28. In which of the following locations do students eat breakfast?

MARK ALL THAT APPLY


Cafeteria or other indoor/outdoor food service areaSchool buses
ClassroomsOutdoors (other than a food service area)Grab-and-go
Other (specify)
$\qquad$
29. How many minutes, on average, would you estimate a student spends in line to get lunch? Do not count waiting for made- or cooked-to-order items.

I_I $\qquad$ | MINUTES
30. Does your school have policies and procedures to accommodate students with food allergies or special dietary needs?

MARK ONE RESPONSE PER ROW


If no policies or procedures to accommodate students with food allergies or special dietary needs (Q.30a=0 and $\mathrm{Q} .30 \mathrm{~b}=0$ ), go to Q .33 .
31. (If $\mathbf{Q} .30=1$ ) What procedures do you use to protect students with food allergies?

MARK ALL THAT APPLY
1Separate tables
2Special sanitation procedures in the kitchen and/or dining areaProcedures to identify students in the serving line
4Special training for school nutrition staff

5Other (specify)
32. (If $\mathrm{Q} .30 \mathrm{~b}=1$ ) What procedures do you use to protect students with special diets?

MARK ALL THAT APPLY
1Signed prescription from child's physician
$2 \square$Cashier has child names to inspect traysConsultation with registered dietitian to adapt menus
4Other (specify)

## AFTERSCHOOL SNACKS AND SUPPER

33. Does your school provide reimbursable snacks for one or more afterschool programs (either at this school or other locations)?
$1 \square$Yes, through the NSLP
2Yes, through the Child and Adult Care Food Program (CACFP)
$0 \square$No
34. Does your school offer an afterschool program?
$1 \square$ Yes
0
$0_{1}$$\quad \rightarrow \quad$ No $\quad \square \quad$ GO TO Q. 36
35. Do you provide reimbursable snacks or suppers to the afterschool program that operates in your school?

MARK ONE ONLYYes, both afterschool snacks and suppersYes, afterschool snacks but not suppersYes, afterschool suppers but not snacks

0No, afterschool snacks or suppers are not provided

## NUTRITION PROMOTION AND OUTREACH

36. Does your school routinely make information on the calorie or nutrient content of USDA-reimbursable meals available to students or parents?
$1 \square$ Yes
○ $\square$ No
37. Have you or anyone on your staff engaged in the following activities? Which have been adopted since SY 2012-2013 when the new meal patterns and nutrient standards for reimbursable lunches went into effect?

|  | MARK ONE RESPONSE PER ROW |  |  |
| :---: | :---: | :---: | :---: |
|  | $\begin{gathered} \hline \text { YES, SINCE } \\ \text { BEFORE SY } \\ 2012-2013 \end{gathered}$ | $\begin{aligned} & \text { YES, NEW } \\ & \text { SINCE SY } \\ & \text { 2012-2013 } \end{aligned}$ | NO |
| a. Involved students in planning school meal menus. | ${ }_{1} \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| b. Sought student input into vegetable offerings in school meals. | ${ }_{1} \square$ | $2 \square$ | ${ }_{0} \square$ |
| c. Sought student input into creative or descriptive names for school meal dry bean and pea entrée items. | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{0} \square$ |
| d. Encouraged children to select fruit.. | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{0} \square$ |
| e. Conducted a taste test activity with students. | ${ }_{1} \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| f. Attended a Parent-Teacher Association/Organization or other parent group meeting to discuss the school meal program. | ${ }_{1} \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| g. Conducted a nutrition education activity in the classroom. | ${ }_{1} \square$ | 2 | $\bigcirc \square$ |
| h. Conducted a nutrition education activity in the food service area. | ${ }_{1} \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| i. Set up a booth at a school even to promote or inform about school meals (for example, a family night or parent-teacher conference night). | ${ }_{1} \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| j. Met with teachers to explain school meal program or discuss how program can work with classroom teachers. | $1 \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| k. Discussed student food allergies with the school nurse or classroom teachers... | ${ }_{1} \square$ | $2 \square$ | $0 \square$ |
| I. Participated in a school or district meeting about the local wellness policy. | ${ }_{1} \square$ | $2 \square$ | ${ }_{0} \square$ |
| m. Shared information about the school meal program with a nutrition advisory council. | ${ }_{1} \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| n. Met with an advisory group to plan or assess nutrition education or promotion activities. | ${ }_{1} \square$ | $2 \square$ | ${ }_{0} \square$ |
| o. Provided information about the school meal program to families. | ${ }_{1} \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| p. Provided information about the school meal program to the public. | ${ }_{1} \square$ | $2 \square$ | $0 \square$ |
| q. Invited family members to consume a school meal. | $1 \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| r. Invited community members to plan or promote school meals (for example, local chefs, farmers, dietitians/nutritionists, Cooperative Extension agents, local sports figures, police officers, firefighters, or other local heroes).. | $1 \square$ | ${ }_{2} \square$ | $\bigcirc \square$ |
| s. Presented information about school meals to a local civic or community service group (for example, a chamber of commerce, Lions Club, Rotary International, or a similar organization). | ${ }_{1} \square$ | ${ }_{2} \square$ | $0 \square$ |
| t. Other (specify)... | ${ }_{1} \square$ | ${ }_{2} \square$ | ${ }_{0} \square$ |

## SCHOOL CHARACTERISTICS

38. What time do the school doors open for students?
 |: | $\qquad$ | AM
39. Do school buses arrive at your school in the morning?
Yes

0No $\rightarrow$ GO TO Q. 41

40a. When does the first school bus usually arrive at school?
$\qquad$ | : $\qquad$ AM

40b. When does the last school bus usually arrive at school in the morning?
$\qquad$ : $\qquad$ AM
41. What time does the first class of the day usually start?
$\qquad$ : $\qquad$ AM

## YOUR BACKGROUND

42. How long have you been a school nutrition manager?
$\mid$ _____ ORARS $\mid$ OR $\mid$
43. Do you receive health benefits for your school food nutrition manager position?
1 YesNo
44. What is the highest grade or year of schooling you have completed?

45. Is your degree in foods and nutrition, family and consumer sciences, nutrition education, food service management, culinary arts, business, or public/school administration?

MARK ONE ONLY
1Yes
0No
46. Which of the following credentials do you hold?

MARK ALL THAT APPLY
$1 \square$Licensed Nutritionist or Dietitian
2Registered DietitianSchool Nutrition Association Level 1 certification
$4 \square$School Nutrition Association Level 2 certification
$5 \square$ School Nutrition Association Level 3 certificationSchool Nutrition Association, School Nutrition Specialist (SNS)
7State food service certificate
$8 \square$Food safety certification, such as ServSafe, National Registry of Food Safety Professionals, Prometric Certified Professional Food Manager, or Learn2Serve
9Health department certification
10Certified dietary manager
11Dietetic Technican Registered (DTR)
12Other (specify)None of the above

Thank you for taking the time to complete this survey. Your cooperation is very much appreciated.


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