F2. GROUPS 2, 3—FSM SURVEY

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Expiration Date: xx/xx/xxxx



School Nutrition and Meal Cost Study

School Nutrition Manager Survey

February 6, 2014

Sponsored by:

U.S. Department of Agriculture Food and Nutrition Service

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-XXXX. The time required to complete this information collection is estimated to average 20 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information







Prepared by Mathematica Policy Research and Abt Associates

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 (toll-free) or e-mail <u>xxx@mathematica-</u><u>mpr.com</u>.

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.

FOR ASSISTANCE CALL TOLL FREE: 1-xxx-xxx-xxxx

	Does your school participate in the School Breakfast Program	(SBP)?		
	1 🗆 Yes			
	0 🗆 NO			
	Does your school do any of the following?			
	Note: School gardens include those that are used for foodservice purposes. The Fresh Fruit and Vegetable Prog fruits and vegetables and distribute them free to students outs	ram provides	funds to pu	rchase fres
		MARK ON	E RESPONSE	E PER ROW
		YES	NO	DON'T KNOW
a.	a. Operate a school garden		o 🗖	
		1	0	d 🛄
b.	p. Participate in the Fresh Fruit and Vegetable Program		о Ш о Ш	d 🛄
C.		···· 1	_	
C.	 Participate in a Farm to School Program Which of the following best describes your kitchen? 	nly at this school	o 🗌 o 🗍 ol s school and	d 🗌
C.	 Participate in a Farm to School Program Which of the following best describes your kitchen? MARK ONE ONLY An on-site kitchen where meals are prepared for serving or An on-site production kitchen where meals are prepared for schools 	nly at this school r serving at this	₀ □ ₀ □ ol s school and a central or p	d
с.	 Participate in a Farm to School Program Which of the following best describes your kitchen? MARK ONE ONLY An on-site kitchen where meals are prepared for serving or An on-site production kitchen where meals are prepared for schools A receiving or satellite kitchen that obtains partially prepare A receiving or satellite kitchen that obtains fully prepared m Do students have the option to pre-order their lunch? MARK ONE ONLY 	nly at this school r serving at this	₀ □ ₀ □ ol s school and a central or p	d
	 Participate in a Farm to School Program Which of the following best describes your kitchen? MARK ONE ONLY An on-site kitchen where meals are prepared for serving or An on-site production kitchen where meals are prepared for schools A receiving or satellite kitchen that obtains partially prepare A receiving or satellite kitchen that obtains fully prepared m Do students have the option to pre-order their lunch? MARK ONE ONLY Yes, students are required to pre-order lunch 	Image: state of the second state of	₀ □ ₀ □ ol s school and a central or p	d
С.	 Participate in a Farm to School Program Which of the following best describes your kitchen? MARK ONE ONLY An on-site kitchen where meals are prepared for serving or An on-site production kitchen where meals are prepared for schools A receiving or satellite kitchen that obtains partially prepare A receiving or satellite kitchen that obtains fully prepared m Do students have the option to pre-order their lunch? MARK ONE ONLY 	Image: state of the second state of	₀ □ ₀ □ ol s school and a central or p	d

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 <u>meals requirements</u> 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	2	3
b. Nutrition education	· 1	2	3
c. General nutrition	· 1	2	з 🗌
d. Food production	· 1	2	3
e. Food serving	· 1	2	з 🗌
f. Cashiering/point-of-service	· 1	2	3
g. Food purchasing	· 1	2	з 🗌
h. Receiving and storage	· 1	2	з 🗌
i. Food safety	· 1	2	з 🗌
j. Verifying free/reduced meal applications	· 1	2	3
k. Program and human resource management	· 1 🗆	2	3
I. Financial management		2	3
m. Staff training	· 1 🗆	2	3
n. Facilities and equipment planning	· 1 🗆	2	3
o. Communications, marketing, and/or public relations	· 1 🗆	2	з 🗌
p. Other (<i>specify</i>)	· 1	2	3

6. Does your school use any <u>commercially prepared</u> foods or ingredients in reimbursable meals that contain *trans* fat (greater than 0 grams of *trans* fat per serving)?

1 🗌 Yes

0 🗌 No

7.		For lunch service, does your school have more than a <u>reimbursable</u> lunches or components of reimbursable service windows, standalone salad bars or other self-coolers.	e lunches? F	ood stations incl	ude kiosks or carts,
Ē		- 1 🗌 Yes			
ļ		\circ \Box No \longrightarrow GO TO Q.10			
8.		Which of the following strategies do you use to ensur minimum amounts of all meal pattern components at lunch include fruit, vegetables, grain, meat/meat alter	lunch? Mea	pattern compone	
				MARK ONE RESP	ONSE PER ROW
				YES	NO
	a.	All meal components are provided on <u>every</u> serving line of station in the required minimum amounts		1	о 🗔
	b.	Students must visit multiple serving lines or food stations together offer all required meal components (for example station, fruit and vegetable bar, and milk cooler)	, pasta	1	o 🗔
	c.	Other (specify)		1	о 🗔
lf	vou	marked "ves" to more than one strategy in Q.8. go to C).9. Otherwis		
lf <u>y</u> 9.	you I	marked "yes" to more than one strategy in Q.8, go to Q Does the number or type of serving lines or food stat	-		
	you		ions at luncł		PER ROW
	you I		ions at luncł	n vary	PER ROW NOT APPLICABLE
			ions at lunch MARK	ONE RESPONSE F	NOT
	a. I	Does the number or type of serving lines or food stat	ions at lunch MARK YES	NO	NOT
	a. I b. I	Does the number or type of serving lines or food stat	ions at lunch MARK YES	NO	NOT APPLICABLE
	a. F b. F c. F	Does the number or type of serving lines or food stat From day to day? By meal period or grade?	ions at lunch MARK YES 1 1 1 1 1 1 1 1 1 1 1 1 1	NO 2 2 2 ave more than or	NOT APPLICABLE
9.	a. F b. F c. F	Does the number or type of serving lines or food stat From day to day? By meal period or grade? From one cafeteria to another? For breakfast service (including grab-and-go), does y	ions at lunch MARK YES 1 1 1 1 1 1 1 1 1 1 1 1 1	NO 2 2 2 ave more than or	NOT APPLICABLE
9.	a. F b. F c. F	Does the number or type of serving lines or food station From day to day? By meal period or grade? From one cafeteria to another? For breakfast service (including grab-and-go), does y food station that offers <u>reimbursable</u> breakfasts or co	ions at lunch MARK YES 1 1 1 1 1 1 1 1 1 1 1 1 1	NO 2 2 2 ave more than or	NOT APPLICABLE
9.	a. F b. F c. F	Does the number or type of serving lines or food state From day to day? By meal period or grade? From one cafeteria to another? For breakfast service (including grab-and-go), does y food station that offers reimbursable breakfasts or constrained or constraine	ions at lunch MARK YES 1 1 1 1 1 1 1 1 1 1 1 1 1	NO 2 2 2 ave more than or	NOT APPLICABLE
9.	a. 1 b. 1 c. 1	Does the number or type of serving lines or food state From day to day? By meal period or grade? From one cafeteria to another? For breakfast service (including grab-and-go), does y food station that offers reimbursable breakfasts or construction of the service of the served in the classroom 1 Yes 2 No, all breakfasts are served in the classroom	ions at lunch MARK YES 1 1 1 1 1 1 1 1 1 1 1 1 1	NO 2 2 2 2 ave more than or f reimbursable br	NOT APPLICABLE
9.	a. 1 b. 1 c. 1	Does the number or type of serving lines or food state From day to day? By meal period or grade? From one cafeteria to another? For breakfast service (including grab-and-go), does y food station that offers reimbursable breakfasts or constrained breakfasts or constra	ions at lunch MARK YES 1 1 1 1 1 1 1 1 1 1 1 1 1	NO 2 2 2 2 ave more than or f reimbursable br	NOT APPLICABLE
9.	a. 1 b. 1 c. 1	Does the number or type of serving lines or food state From day to day? By meal period or grade? From one cafeteria to another? For breakfast service (including grab-and-go), does y food station that offers reimbursable breakfasts or constrained breakfasts or constra	ions at lunch MARK YES 1 1 1 1 1 1 1 1 1 1 1 1 1	NO 2 2 2 2 ave more than or f reimbursable br	NOT APPLICABLE

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.

	MARK ONE RESP	PONSE PER ROW
	YES	NO
a. All meal components are provided on <u>every</u> serving line or food station in the required minimum amounts	1	о 🗔
 Students must visit multiple serving lines or food stations that together offer all required meal components (for example, hot food line, fruit bar, and milk cooler) 	1	o 🗔
c. Other (specify)	1	o 🗔

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 C	ONE RESPONSE PE	RROW
	YES	NO	NOT APPLICABLE
a. From day to day?	1	2	
b. By meal period or grade?	1	2	3
c. From one cafeteria to another?	1	2	3
 d. When attendance may be lower (for example, a late bus arrival or large field trip)? 	1	2	з 🗔

13. For reimbursable <u>lunches</u>, what is the <u>maximum</u> 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.

		N	ARK ONE RESPONSE	PER ROW
		MAXIMUI	M NUMBER OF SERV	INGS STUDENTS
			CAN CHOOSE AT L	UNCH
a.	Fruits (including 100% juice)		1 🗌 Unlimited	na 🗌 Varies from day to day
b.	Vegetables (including 100% juice)		1 Unlimited	na 🗌 Varies from day to day
	juice) Vegetables (including 100%		1 Unlimited	na 🗌 Varies from day to c

14		For reimbursable <u>breakfasts</u> , v combined (including 100% juic Note: If there is no limit on ser maximum number of servings "varies from day to day." If the depending on the serving line the line/station that serves the	e) that s vings of students maximu or food	tudents a fruits and s can choo im numbe station a s	re allowed to l vegetables, ose varies de er of fruit and student uses,	choose? please check pending on t vegetable se enter the ma	c "unlimited.' he day, pleas ervings allow aximum numl	' If the se check ed varies
			ΜΑΣ			CONE RESPO		CHOOSE AT
						BREAKFAST		
	a.	Fruits and/or vegetables (including 100% juice)	<u> </u>	_ INGS	1 Un	□ limited	na 🗌 Varies	from day to day
15		USDA issued new rules that de campuses during the school d potential challenges schools n to 5, where 1=not a challenge a challenge in <u>your</u> school.	ay. Thes nay face	e rules we in implem	ent into effect nenting the ne t challenge, p	t in SY 2014- ew nutrition s	2015. Followi standards. Us e degree to v	ng is a list of sing a scale of 1
				T A ENGE				A SIGNIFICANT CHALLENGE
		Understanding the new nutrition standards for competitive foods	1		2	3 🗌	4	5 🗌
		Availability of competitive foods that meet the new nutrition standards	1		2	3	4	5 🗌
		Cost of competitive foods that meet the new nutrition standards	1		2	3	4	5 🗌
		Student acceptance of competitive foods that meet the new nutrition standards	1		2	3	4	5 🗌
		School faculty and staff reactions to the competitive foods that meet the new nutrition standards	1		2	3 🗌	4	5 🗌
	f.	Other (<i>specify</i>)	1		2	3 🗌	4	5 🗌

	MEAL PRICING AND SERVICE
16.	What is the price of a USDA-reimbursable <u>breakfast</u> for students who are classified as <u>reduced price</u> ?
	\$. AMOUNT
	Don't participate in School Breakfast Program GO TO Q.18
	² All students receive free brea kfa sts GO TO Q.18
17.	What is the price of a USDA-reimbursable <u>breakfast</u> for students who pay the <u>full price</u> ? 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).
	\$ STANDARD FULL PRICE
	\$. OTHER FULL PRICE (<i>specify</i>)
	\$. OTHER FULL PRICE (<i>specify</i>)
18.	What is the price of a USDA-reimbursable lunch for students who pay the <u>reduced price</u> ?
	\$. AMOUNT
	¹ All students receive free lunches GO TO Q.20
19.	What is the price of a USDA-reimbursable <u>lunch</u> for students who pay the <u>full price</u> ? 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).
	\$ STANDARD FULL PRICE
	\$. OTHER FULL PRICE (<i>specify</i>)
	\$. OTHER FULL PRICE (<i>specify</i>)
20.	How are reimbursable meals recorded by the cashier at the register?
	MARK ALL THAT APPLY
	1 Cashier visually confirms the meal
	2 Cashier enters each item and system determines if it is a reimbursable meal
	³ Other (<i>specify</i>)

		Llow are students who are sligible for free or reduced priv	o lunch	oo idontifiod	by the eachier?
21.		How are students who are eligible for free or reduced-prio MARK ALL THAT APPLY			by the casher?
		 Point-of-sale system 			
		² Coded tickets or tokens			
		3 Cashier lists			
		4 🔲 Personal ID numbers (PINs)			
		5 🗌 Bar code/magnetic strip			
		6 🗌 Coded identification cards			
		7 🗌 Verbal identification			
		8 🔲 Finger scan			
		9 All students receive free lunches			
		10 \Box Other (<i>specify</i>)			
				·····	
22.		How do students pay for reimbursable meals or a la carte	items?		
				MARK ALL 1	HAT APPLY
			REIME	URSABLE	A LA CARTE
			M	EALS	ITEMS
	a.	Cash	1		2
	b.	Amount debited from balance on student account	1		2
	C.	Tickets or tokens	1		2
	d.	Other (specify)	1		2
	e.	School does not sell a la carte items (including milk)			2 🗌
23.		Do you use the offer-versus-serve option at <u>breakfast</u> ?			
_0.		MARK ONE ONLY			
		$_{1}$ \Box Yes, for all students			
		² Yes, for some students			
		0 🗆 NO			
		Don't participate in School Breakfast Program			
lf re	esp	onding for a high school, go to Q.25.			
24.		Do you use the offer-versus-serve option at <u>lunch</u> ?			
		MARK ONE ONLY			
		1			
		² Yes, for some students			

PERIOD	FROM	то	
1	:	:	
2	:	:	
3	:	:	
4	: :	:	
5	:	:	
6	:	:	
7	:	:	
8	:	:	
9	:	:	
10			
FROM	your school serve <u>breakfas</u> TO	<u>st</u> ?	
FROM	TO	s <u>t</u> ? I estimate a student spends i	in line to get break
FROM	TO		in line to get break
FROM : How many minu MINUTE In which of the f	TO	ı estimate a student spends i	in line to get break
FROM : How many minu MINUTE In which of the f MARK AL	TO _ ∶ i tes, on average, would you S	ı estimate a student spends i ents eat breakfast?	in line to get break
FROM : How many minu MINUTE In which of the f MARK AL	TO - : Ites, on average, would you S following locations do stude L THAT APPLY or other indoor/outdoor food	ı estimate a student spends i ents eat breakfast?	in line to get break
FROM	TO	i estimate a student spends i ents eat breakfast? service area	in line to get break
FROM	TO	i estimate a student spends i ents eat breakfast? service area	in line to get break
FROM	TO Image: Top intes, on average, would you S following locations do stude L THAT APPLY a or other indoor/outdoor food uses ms c (other than a food service and d-go	i estimate a student spends i ents eat breakfast? service area	in line to get break
FROM	TO 	ents eat breakfast? service area rea)	
FROM	TO 	ents eat breakfast? service area rea)	
FROM	TO TO TO tes, on average, would you S following locations do stude L THAT APPLY or other indoor/outdoor food uses ms (other than a food service and l-go becify) tes, on average, would you r made- or cooked-to-order	ents eat breakfast? service area rea)	

30.		Does your school have policies and procedures to accommodate students with food allergies or special dietary needs?						
				MARK ONE RESPONSE PER ROW				
				YES	NO			
	a.	Food a	Illergies	1	o 🗔			
	b.	Specia	I dietary needs	1	o 🗔			
(Q.:	If no policies or procedures to accommodate students with food allergies or special dietary needs (Q.30a=0 and Q.30b=0), go to Q.33.							
31. (If Q.30 = 1) What procedures do you use to protect students with food allergies?		ood allergies?						
			MARK ALL THAT APPLY					
		1	Separate tables					
		2	Special sanitation procedures in the kitchen and/or dining area					
		3	Procedures to identify students in the serving line					
		4	Special training for school nutrition staff					
		5	Other (specify)					
32. (If Q.30b = 1) What procedures do you use to protect students with special diets?								
			MARK ALL THAT APPLY					
		1	Signed prescription from child's physician					
		2	Cashier has child names to inspect trays					
		3	Consultation with registered dietitian to adapt menus					
		4	Other (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				
	² Yes, through the Child and Adult Care Food Program (CACFP)				
	₀ □ No				
34.	Does your school offer an afterschool program?				
	1 🔲 Yes				
	$_{\circ}$ \square \rightarrow No GO TO Q.36				
35.	Do you provide reimbursable snacks or suppers to the afterschool program that operates in your school?				
	MARK ONE ONLY				
	$_1$ \square Yes, both afterschool snacks and suppers				
	² Yes, afterschool snacks but not suppers				
	³ S Yes, afterschool suppers but not snacks				
	$_{\circ}$ \Box No, afterschool snacks or suppers are not provided				

	NUTRITION PROMOTION AND OUTREA	СН		
6.	Does your school routinely make information on the calorie or nutrient meals available to students or parents?	content of US	SDA-reimbu	rsable
7.	Have you or anyone on your staff engaged in the following activities? V SY 2012-2013 when the new meal patterns and nutrient standards for re effect?		•	
		MARK ONE RESPONSE PER ROW		
		YES, SINCE BEFORE SY 2012-2013	YES, NEW SINCE SY 2012-2013	NO
a.	Involved students in planning school meal menus	·· 1	2	о 🗆
b.	Sought student input into vegetable offerings in school meals	₁	2	o 🗌
c.	Sought student input into creative or descriptive names for school meal <u>dry bean and</u> pea entrée items.	. 1	2	o 🗌
d.	Encouraged children to select fruit	· 1	2	о 🗌
e.	Conducted a taste test activity with students	·· 1	2	o 🗌
f.	Attended a Parent-Teacher Association/Organization or other parent group meeting to discuss the school meal program	. 1	2	о 🗌
g.	Conducted a nutrition education activity in the <u>classroom</u>	··· 1	2	о 🗌
h.	Conducted a nutrition education activity in the food service area	₁	2	о 🗌
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	2	o 🗌
j.	Met with teachers to explain school meal program or discuss how program can work with classroom teachers	. 1	2	о 🗌
k.	Discussed student food allergies with the school nurse or classroom teachers	₁	2	o 🗌
Ι.	Participated in a school or district meeting about the local wellness policy	·· 1	2	о 🗆
m	. Shared information about the school meal program with a nutrition advisory council	· 1	2	o 🗌
n.	Met with an advisory group to plan or assess nutrition education or promotion activities	. 1	2	o 🗌
0.	Provided information about the school meal program to families	·· 1	2	о 🗌
p.	Provided information about the school meal program to the public	·· 1	2	о 🗆
q.	Invited family members to consume a school meal	·· 1	2	о 🗌
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	2	о 🗌
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	2	о 🗌
t.	Other (specify)	. ₁	2	0

	SCHOOL CHARACTERISTICS
38.	What time do the school doors open for students?
	: AM
39.	Do school buses arrive at your school in the morning?
	-1 Yes
	$_{\circ}$ \Box No \rightarrow GO TO Q.41
40a.	When does the first school bus usually arrive at school?
40h	
40b.	When does the last school bus usually arrive at school in the morning?
41.	∶ AM What time does the first class of the day usually start?
41.	

	YOUR BACKGROUND				
42.	How long have you been a school nutrition manager?				
	YEARS OR MONTHS				
43.	Do you receive health benefits for your school food nutrition manager position?				
	1 🗌 Yes				
44.	What is the highest grade or year of schooling you have completed?				
	MARK ONE ONLY				
	Less than high school				
	3 Some college, no degree				
	 Associate's degree Bachelor's degree 				
	6 Aster's degree				
	 Graduate credits beyond a Master's degree 				
	8 Doctorate				
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				
	1 🗌 Yes				
46.	Which of the following credentials do you hold?				
	MARK ALL THAT APPLY				
	1 🗌 Licensed Nutritionist or Dietitian				
	2 🗌 Registered Dietitian				
	3 Chool Nutrition Association Level 1 certification				
	4 School Nutrition Association Level 2 certification				
	5 School Nutrition Association Level 3 certification				
	6 School Nutrition Association, School Nutrition Specialist (SNS)				
	7 State food service certificate				
	Food safety certification, such as ServSafe, National Registry of Food Safety Professionals, Prometric Certified Professional Food Manager, or Learn2Serve				
	 Health department certification 				
	10 Certified dietary manager				
	Dietetic Technican Registered (DTR)				
	12 Other (<i>specify</i>)				
	• None of the above				
Prepare	Prepared by Mathematica Policy Research 13				

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