

Form Approved  
OMB No: 0920-0445  
Expiration Date: 08/31/2016

## **Nutrition Services District Questionnaire**

**School Health Policies and Practices Study 2016  
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# Nutrition Services District Questionnaire

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## Special Instructions

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THIS QUESTIONNAIRE WILL BE ADMINISTERED USING WEB-BASED SURVEY TECHNOLOGY. AS THE RESPONDENTS SELECT THEIR RESPONSES TO THE QUESTIONS, THE APPLICATION WILL NAVIGATE COMPLEX SKIP PATTERNS BASED ON PREVIOUS RESPONSES AND PERFORM OTHER USEFUL FUNCTIONS. COMMENTS APPEARING IN THE MARGIN REPRESENT ADDITIONAL CLARIFICATION ON THE QUESTION OR THE SPECIFIC TERMINOLOGY USED. THIS TEXT WILL APPEAR ON-SCREEN UNDER THE MAIN QUESTION TEXT. THE PROGRAMMING SPECIFICATIONS FOR THE SURVEY ARE NOT INCLUDED IN THEIR ENTIRETY IN THIS PRINTED VERSION OF THE QUESTIONNAIRE.

1. This questionnaire focuses on your district’s written policies and practices regarding nutrition services.
2. For the purposes of this questionnaire, “policy” means any law, rule, regulation, administrative order, or similar kind of mandate issued by the local school board or other local agency with authority over schools in your district. SHPPS is most interested in what is **required** by the district, not what is recommended or contained in non-binding guidance documents, unless the question specifically asks about recommendations.
3. For the purposes of this questionnaire, “adopted a policy” means either that the district has its own policy or that the district follows a policy established at the federal or state level, including any law, rule, regulation, administrative order, or similar kind of mandate.
4. If a district policy is written in such a way that it requires schools to develop and adopt their own policies on a given topic, for the purposes of this questionnaire, please consider it the same as a district-wide requirement.
5. Districts may sometimes grant policy exceptions or waivers, but please answer each question based on what is considered the general policy and standard practice.

## General Information

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The first questions ask for general information about nutrition services in your district.

1. Do any schools in your district participate in the ....
 

	Yes	No
a. National School Lunch Program (NSLP)? .....	1	2
b. National School Lunch Program After-School Snack Program? .....	1	2
c. School Breakfast Program (SBP)? .....	1	2
d. After-School Supper Program? .....	1	2
  
2. Last summer, did your district sponsor the **USDA Summer Food Service Program** in any schools in your district?
 

Yes .....	1
No.....	2
  
3. Who operates the nutrition services program for the district?
 

School district .....	1
Food service management company.....	2
Other .....	3

**Commented [HELP1]:** USDA is the United States Department of Agriculture.

**Commented [HELP2]:** This program is also known as the Seamless Summer Option.

## Food Ordering

The next questions ask about the food ordering process in your district.

4. Does your district nutrition services program have primary responsibility for deciding which foods to order for any schools in your district?

Yes .....1

No.....2 →SKIP TO THE INTRODUCTION TO Q7

5. Does your district purchase foods from local or regional growers or producers?

Yes .....1

No.....2

6. Do your district’s food procurement contracts specifically address ...

	Yes	No
a. Food safety? .....	1	2
b. Hazard Analysis and Critical Control Points (HACCP)? .....	1	2
c. Nutritional standards for a la carte foods? .....	1	2
d. Preference for locally or regionally grown foods? .....	1	2
e. Cooking methods for precooked items, for example baked instead of deep fried? .....	1	2
f. Use of whole grain-rich foods? .....	1	2
g. Use of low-sodium canned products? .....	1	2
h. Limiting artificial colors, sweeteners, and preservatives? .....	1	2

**Commented [HELP3]:** Food safety is the prevention of unintentional contamination of food that can cause illness.

**Commented [HELP4]:** “A la carte foods” are items sold individually rather than as part of a complete meal.

**Commented [HELP5]:** For the purposes of this question, “deep fried” includes foods that have been par-fried, pre-fried, or flash fried and are baked on site, such as French fries or breaded chicken products.

**Commented [HELP6]:** A whole grain-rich food must contain at least 51 percent whole grains and the remaining grain content of the product must be enriched.

## Food Preparation

The next questions ask about the food preparation process.

The first question asks about cooking food. Please think about the actual cooking of the food, not just the reheating of food that was previously prepared.

7. Does your district nutrition services program have **primary responsibility** for cooking foods for schools in your district, for example in a central kitchen?

Yes .....1

No.....2 →SKIP TO THE INTRODUCTION TO Q13

**Commented [HELP7]:** Includes menu and recipe development as well as food preparation.

The next questions ask about substituting one type of ingredient for another.

8. During the past 30 days, when preparing food for schools in your district, how often...

	Never	Rarely	Some- times	Almost Always or Always
a. Were non-stick spray or pan liners used instead of grease or oil? .....	1	2	3	4
b. Was olive or canola oil used instead of shortening, butter, or margarine? .....	1	2	3	4
c. Were part-skim or <b>low-fat</b> cheese used instead of regular cheese? .....	1	2	3	4
d. Were skim, <b>low-fat</b> , soy, or nonfat dry milk used instead of whole milk? .....	1	2	3	4
e. Were ground turkey or lean ground beef used instead of regular ground beef?.....	1	2	3	4
f. Were cooked dried beans, canned beans, soy products, or other meat extenders used instead of meat?.....	1	2	3	4
g. Were fresh or frozen vegetables used instead of canned?.....	1	2	3	4
h. Was fresh or frozen fruit used instead of canned?.....	1	2	3	4
i. Was canned fruit packed in light syrup or juice used instead of canned fruit packed in heavy syrup? .....	1	2	3	4

**Commented [HELPS]:** For the purposes of this question, “low-fat” means 1% fat or less.

**Commented [HELP9]:** For the purposes of this question, “low-fat” means 1% fat or less.

Food Preparation

(QUESTION 8 CONTINUED)

	Never	Rarely	Some- times	Almost Always or Always
j. Were low-sodium canned vegetables used instead of regular canned vegetables? .....	1	2	3	4
k. Were other seasonings used instead of salt? .....	1	2	3	4
l. Were low-fat or nonfat yogurt, mayonnaise, or sour cream used instead of regular mayonnaise, sour cream, or creamy salad dressings? .....	1	2	3	4
m. Were whole grain-rich foods used instead of non-whole grain-rich foods? .....	1	2	3	4

**Commented [HELP10]:** For the purposes of this question, “low-fat” means 1% fat or less.

**Commented [HELP11]:** A whole grain-rich food must contain at least 51 percent whole grains and the remaining grain content of the product must be enriched.

The next questions ask about reducing the amount of an ingredient rather than replacing it with another ingredient.

9. During the past 30 days, when preparing foods for schools in your district, how often was...

	Never	Rarely	Some- times	Almost Always or Always
a. The amount of sugar called for in recipes reduced or were low-sugar recipes used? .....	1	2	3	4
b. The amount of saturated fats and oils called for in recipes reduced? .....	1	2	3	4
c. The amount of salt called for in recipes reduced or were low-sodium recipes used? .....	1	2	3	4

Food Preparation

The next question asks about techniques that might have been used when preparing food for schools in your district.

10. During the past 30 days, how often was...

	Never	Rarely	Some- times	Almost Always or Always	District uses only precooked meat/ poultry
a. Meat roasted, baked, or broiled rather than fried?.....	1.....	2.....	3.....	4.....	5
b. Meat or poultry roasted on a rack so fat would drain?.....	1.....	2.....	3.....	4.....	5
c. Fat drained from browned meat?.....	1.....	2.....	3.....	4.....	5
d. Fat trimmed from meat or lean meat used.....	1.....	2.....	3.....	4.....	5
e. Skin removed from poultry or skinless poultry used?.....	1.....	2.....	3.....	4.....	5
f. Solid fat spooned from chilled meat or poultry broth?.....	1.....	2.....	3.....	4.....	
g. Fat skimmed off warm broth, soup, stew, or gravy?.....	1.....	2.....	3.....	4.....	

The next question asks about techniques that might have been used when preparing vegetables for schools in your district.

11. During the past 30 days, how often were...

	Never	Rarely	Some- times	Almost Always or Always
a. Potatoes boiled, mashed, or baked, rather than fried or deep fried?.....	1.....	2.....	3.....	4
b. Other vegetables steamed or baked?.....	1.....	2.....	3.....	4
c. Vegetables prepared without using butter, margarine, or a cheese or creamy sauce?.....	1.....	2.....	3.....	4
d. Canned vegetables and/or beans rinsed?.....	1.....	2.....	3.....	4

**Commented [HELP12]:** For the purposes of this question, "deep fried," means foods that are deep fried on site as well as those that have been par-fried, pre-fried, or flash fried and are baked on site, such as French fries.

## Food Preparation

HACCP-based recipes are those that include critical control points, such as cooking, and associated critical limits, such as time and temperature, in their directions. They are designed to reduce the risk of food contamination and bacterial growth that could lead to foodborne illness. For example, HACCP-based recipe directions might read, “Cook the chicken to at least 165 degrees Fahrenheit for at least 15 seconds.”

**Commented [HELP13]:** HACCP is Hazard Analysis and Critical Control Points.

12. During the past 30 days, how often did your district use Hazard Analysis and Critical Control Points (HACCP)-based recipes?

Never.....1

Rarely.....2

Sometimes.....3

Almost always or always .....4

## Collaboration and Promotion

The next question asks about district participation in farm to school activities. Farm to school activities connect schools and local farms, with the objectives of serving local and healthful foods in school cafeterias or classrooms while supporting small- and medium-sized local and regional farmers.

13. Does your district participate in any farm to school activities?

- Yes .....1  
 No.....2

**Commented [HELP14]:** Farm to school activities might include school gardens, marketing/promoting local food in the cafeteria, farm tours, or classroom-based nutrition lessons that connect seasonal foods to local farms.

The next questions ask about collaboration on nutrition services activities with other district-level staff and outside organizations.

14. During the past 12 months, have district-level nutrition services staff worked on school nutrition services activities with district-level...

	Yes	No	<b>No district-level staff in this area</b>
a. Health education staff? .....	1.....	2.....	3.....
b. Physical education staff?.....	1.....	2.....	3.....
c. Health services staff? .....	1.....	2.....	3.....
d. Counseling, psychological, or social services staff?.....	1.....	2.....	3.....

**Commented [HELP15]:** "Worked on school nutrition services activities with" means collaborated with on nutrition services activities or worked with to coordinate nutrition services activities.

## Collaboration and Promotion

15. During the past 12 months, have district-level nutrition services staff worked on school nutrition services or nutrition activities with staff from...

	Yes	No
a. A health organization, such as the American Heart Association or the American Cancer Society?.....	1	2
b. A local or state chapter of the School Nutrition Association? ...	1	2
c. The state agriculture department?.....	1	2
d. The state health department? .....	1	2
e. A local health department? .....	1	2
f. A local mental health or social services agency?.....	1	2
g. A local college or university? .....	1	2
h. A local business?.....	1	2
i. A food commodity organization, such as the Dairy Council or produce growers association? .....	1	2
j. A non-governmental organization promoting farm to school activities? .....	1	2
k. A county cooperative extension office?.....	1	2
l. A Supplemental Nutrition Assistance Program-Education (SNAP-Ed) implementing agency? .....	1	2
m. A food policy council?.....	1	2
n. A local hospital? .....	1	2
o. A local service club, such as the Rotary Club?.....	1	2
p. A local youth organization, such as the Boys and Girls Clubs? .....	1	2
q. A local anti-hunger organization, such as a food bank? .....	1	2

**Commented [HELP16]:** "Worked on school nutrition services activities with" means collaborated with on nutrition services activities or worked with to coordinate nutrition services activities.

**Commented [HELP17]:** A food policy council brings together stakeholders from diverse food-related sectors to examine how the food system is operating and to develop recommendations on how to improve it.

## Collaboration and Promotion

The next set of questions ask about activities that your district might do to promote school nutrition services among students and their families.

16. During the past 12 months, has anyone from your district...

	Yes	No
a. Made menus available to students?.....	1	2
b. Made information available to students on the nutrition and caloric content of foods available to them?.....	1	2
c. Made menus available to families of all students? .....	1	2
d. Made information available to families of all students on the nutrition and caloric content of foods available to students? .....	1	2
e. Made information about school nutrition services available at <b>community events</b> ? .....	1	2
f. Led an activity about healthy eating for students? .....	1	2

**Commented [HELP18]:** For example, health and wellness fairs or community festivals.

17. During the past 12 months, has your district recommended that schools use any of the following strategies to increase school meal participation?

	Yes	No
a. Make healthful foods more <b>visible</b> .....	1	2
b. Improve the <b>presentation of healthful</b> foods in the cafeteria .....	1	2
c. Improve the <b>lunchroom atmosphere</b> .....	1	2
d. Offer grab-and-go meals .....	1	2
e. Involve students in <b>menu development and promotion</b> .....	1	2
f. Involve students in taste tests of new menu items .....	1	2

**Commented [HELP19]:** For example, placing fruits and vegetables near the cashier where they are easy to access.

**Commented [HELP20]:** For example, placing fruits in attractive fruit bowls instead of stainless steel serving trays.

**Commented [HELP21]:** For example, hanging student artwork in the cafeteria or having teachers and administrators dine with students.

**Commented [HELP22]:** For example, surveying students to inform menu development or having student groups help develop creative names for menu items.

18. Does your district use ...

	Yes	No
a. <b>Direct certification</b> to determine students' eligibility for free school meals?.....	1	2
b. The <b>community eligibility provision</b> to offer free school meals to all students? .....	1	2

**Commented [HELP23]:** Direct certification means that children living in households receiving Supplemental Nutrition Assistance Program (SNAP)/Food Stamp benefits, Food Distribution Program on Indian Reservations (FDPIR) benefits, or Temporary Assistance for Needy Families (TANF) cash assistance can bypass the standard application process and be "directly certified" for free school meals.

**Commented [HELP24]:** The community eligibility provision is a reimbursement alternative for high poverty local educational agencies and schools participating in the NSLP and SBP. Reimbursement is determined using a formula based on the number of students certified without application for free school meals, instead of collecting individual applications for free and reduced price meals.

Collaboration and Promotion

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19. During the past 12 months, has anyone from your district provided ideas to schools...

**Yes**                      **No**

- a. On how to involve school nutrition services staff in classrooms? .....1 .....2
- b. On how to use the cafeteria as a place where students might learn about food safety, food preparation, or other nutrition-related topics? .....1 .....2
- c. For nutrition-related special events? .....1 .....2

**Commented [HELP25]:** Food safety is the prevention of unintentional contamination of food that can cause illness.

20. During the past 12 months, has anyone from your district provided assistance to schools for providing meals for students...

**Yes**                      **No**

- a. With food allergies, sensitivities, or intolerances? .....1 .....2
- b. With chronic health conditions that require dietary modification, such as diabetes? .....1 .....2
- c. Who are vegetarians? .....1 .....2

**Evaluation**

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The next questions ask about different aspects of the school nutrition services program that might have been evaluated during the past two years.

21. During the past two years, has anyone from your district measured or monitored each of the following aspects of the nutrition services program?

	Yes	No	N/A
a. The number of students participating in the nutrition services program .....	1	2	
b. The nutritional quality of school meals .....	1	2	
c. The nutritional quality of meals and snacks served in after-school or extended day programs .....	1	2	3
d. The amount of plate waste .....	1	2	
e. Food safety procedures .....	1	2	

**Commented [HELP26]:** Food safety is the prevention of unintentional contamination of food that can cause illness.

22. During the past two years, have any of your district’s professional development or in-service programs for nutrition services staff been evaluated?

Yes .....	1
No.....	2
District did not have any professional development or in-service programs during the past two years.....	3

## District Wellness Policy

The Healthy, Hunger-Free Kids Act of 2010 requires school districts participating in federally subsidized child nutrition programs (e.g., National School Lunch Program or School Breakfast Program) to implement, review, and monitor a local wellness policy. The next questions ask about your district’s wellness policy.

**Commented [HELP27]:** A wellness policy is defined as a written plan that includes methods to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meals and other food and beverages sold on the school campus during the school day meet the minimum federal standards

23. Is your district’s wellness policy made available to the public in the following ways?

	Yes	No
a. Posted on the district or school web sites .....	1	2
b. Sent home with students .....	1	2
c. Mailed to families .....	1	2
d. Emailed to families .....	1	2
e. Posted in schools.....	1	2
f. Published in the local newspaper or other media outlets.....	1	2
g. Shared through social media.....	1	2
h. Shared during meetings where parents are in attendance.....	1	2
i. Published in the district newsletter or in school publications.....	1	2
j. Included in the student handbook.....	1	2

**Commented [HELP28]:** For example, a parent-teacher association (PTA) meeting.

**Commented [HELP29]:** A document that outlines school policies, rules, regulations, and standards for behavior that students are expected to follow.

24. In your district’s wellness policy, who is identified as the individual responsible for ensuring compliance with the policy?

No single individual is identified.....	1
Superintendent .....	2
Assistant superintendent .....	3
District food service director (school food authority director) .....	4
Other district-level staff member .....	5
A school administrator.....	6
A school-level faculty or staff member .....	7

## District Wellness Policy

25. When was the last time your district's wellness policy was reviewed?

- Never .....1
- During the past 12 months .....2
- Between 1 and 3 years ago .....3
- More than 3 years ago .....4

26. When was the last time your district's wellness policy was updated?

- Never .....1
- During the past 12 months .....2
- Between 1 and 3 years ago .....3
- More than 3 years ago .....4

IF BOTH Q25 and Q26 = 1, SKIP TO Q29.

27. The last time your district's wellness policy was reviewed or updated, what groups were involved? MARK ALL THAT APPLY

- Students.....1
- Students' parents or guardians.....2
- Representatives of the school food authority.....3
- School board members.....4
- School administrators .....5
- Community members.....6
- Physical education teachers .....7
- Other classroom teachers .....8
- Other school health professionals, such as health educators, school nurses, or school counselors .....9
- None of these .....10

## District Wellness Policy

28. The last time your district’s wellness policy was reviewed or updated, did you use...

	Yes	No
a. WellSAT or WellSAT 2.0? .....	1	2
b. Action for Healthy Kids Wellness Policy Tool?.....	1	2
c. Any other standardized tool? .....	1	2
d. CDC’s School Health Guidelines to Promote Healthy Eating and Physical Activity? .....	1	2
e. Your state’s model wellness policy?.....	1	2
f. Another organization’s model wellness policy (e.g. Alliance for a Healthier Generation)? .....	1	2
g. Another district’s wellness policy?.....	1	2

**Commented [HELP30]:** WellSAT or WellSAT 2.0 is a tool developed by the Rudd Center for Food Policy and Obesity to measure the quality of written district-level wellness policies.

29. The last time the implementation of your district’s wellness policy was evaluated or assessed, did you make the results of the evaluation or assessment available to the public, for example by posting it on a Web site?

Yes .....	1
No.....	2
District has not evaluated or assessed the implementation of the wellness policy .....	3

## Staffing and Professional Development

The next questions ask about staffing and professional development for nutrition services staff.

30. Based on policies adopted by your district, what is the minimum level of education required for a **newly hired** district food service director (school food authority director)?

High school diploma or **GED** .....1  
 Associate’s degree in nutrition or a related field .....2  
 Undergraduate degree in nutrition or a related field .....3  
 Graduate degree in nutrition or a related field .....4  
 Specific education requirements are not described .....5

**Commented [HELP31]:** GED is General Education Development.

31. Based on policies adopted by your district, is a **newly hired** district food service director (school food authority director) required to have...

**Yes**                      **No**

a. A Registered Dietitian (RD) or Registered Dietitian Nutritionist (RDN) credential from the Commission on Dietetic Registration?.....1 .....2  
 b. A School Nutrition Specialist credential from the School Nutrition Association? .....1 .....2  
 c. A School Nutrition Association certification? (Certification could include Level 1, Level 2, Level 3, or Trainer.).....1 .....2  
 d. Successfully completed a school nutrition services training program provided or sponsored by the state?.....1 .....2  
 e. ServSafe or other food safety certification?.....1 .....2

32. Has your district adopted a policy stating that a **newly hired** district food service director (school food authority director) will be certified, licensed, or endorsed by the state?

Yes .....1  
 No.....2  
 State does not certify, license, or endorse district food service directors (school food authority directors).....3

Staffing and Professional Development

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33. Has your district adopted a policy stating that the district food service director is required to earn continuing education credits on **nutrition topics**?

- Yes .....1
- No.....2

34. Has your district adopted a policy stating that **each school** will have someone to oversee or coordinate nutrition services at the school, such as a school food service manager?

- Yes .....1
- No.....2

35. Based on policies adopted by your district, what is the minimum level of education required for a **newly hired** school food service manager?

- High school diploma or **GED** .....1
- Associate’s degree in nutrition or a related field .....2
- Undergraduate degree in nutrition or a related field .....3
- Graduate degree in nutrition or a related field .....4
- Specific education requirements are not described .....5

**Commented [HELP32]:** GED is General Education Development.

36. Based on policies adopted by your district, is a **newly hired** school food service manager required to have...

	Yes	No
a. A Registered Dietitian (RD) credential or Registered Dietitian Nutritionist (RDN) from the Academy of Nutrition and Dietetics?.....1	1	2
b. A School Nutrition Specialist credential from the School Nutrition Association? .....1	1	2
c. A School Nutrition Association certification? (Certification could include Level 1, Level 2, Level 3, or Trainer).....1	1	2
d. Successfully completed a school nutrition services training program provided or sponsored by the state?.....1	1	2
e. ServSafe or other food safety certification?.....1	1	2

## Staffing and Professional Development

37. Has your district adopted a policy stating that a **newly hired** school food service manager will be certified, licensed, or endorsed by the state?
- Yes .....1
- No.....2
- State does not certify, license, or endorse school food service managers .....3
38. Has your district adopted a policy stating that school food service managers are required to earn continuing education credits on **nutrition topics**?
- Yes .....1
- No.....2

The next questions are about professional development, which might include workshops, conferences, continuing education, graduate courses, or any other kind of in-service.

39. During the past two years, has your district provided funding for professional development or offered professional development to nutrition services staff on...

	Yes	No
a. Access to free drinking water?.....	1	2
b. Strategies to improve the <b>lunchroom atmosphere</b> ?.....	1	2
c. Involving students in <b>menu development and promotion</b> ? .....	1	2
d. Menu planning for healthful meals? .....	1	2
e. Promoting vegetables and salads? .....	1	2
f. Cultural diversity in meal planning?.....	1	2
g. Implementing the updated <b>USDA</b> requirements for school meals?.....	1	2
h. Using the cafeteria for nutrition education?.....	1	2
i. Program regulations and procedures?.....	1	2
j. Selecting and ordering food? .....	1	2
k. Healthy food preparation methods? .....	1	2
l. Increasing the percentage of students participating in school meals?.....	1	2
m. Decreasing marketing of less nutritious foods?.....	1	2
n. Making school meals more appealing?.....	1	2

**Commented [HELP33]:** For example, hanging student artwork in the cafeteria or having teachers and administrators dine with students.

**Commented [HELP34]:** For example, surveying students to inform menu development or having student groups help develop creative names for menu items.

**Commented [HELP35]:** USDA is the United States Department of Agriculture.

## Staffing and Professional Development

**(QUESTION 39 CONTINUED)**

- o. Strategies to improve the presentation of healthful foods in the cafeteria? ..... 1 ..... 2
- p. Customer service? ..... 1 ..... 2
- q. Competitive food policies that meet or exceed Smart Snacks in School standards? ..... 1 ..... 2
- r. Financial management? ..... 1 ..... 2
- s. Personnel management? ..... 1 ..... 2
- t. Facility design and layout, including equipment selection? ..... 1 ..... 2
- u. Food safety? ..... 1 ..... 2
- v. Procedures for handling severe food allergy reactions? ..... 1 ..... 2
- w. Food preparation methods for students with food allergies, sensitivities, or intolerances? ..... 1 ..... 2
- x. Nutrition services for students with special dietary needs other than food allergies? ..... 1 ..... 2
- y. Nutrition standards for foods and beverages served in after-school or extended day programs? ..... 1 ..... 2
- z. Using Hazard Analysis and Critical Control Points (HACCP)? ..... 1 ..... 2
- aa. Procedures for responding to food recalls? ..... 1 ..... 2
- bb. Personal safety for nutrition services staff? ..... 1 ..... 2
- cc. Implementing local wellness policies at the school level? ..... 1 ..... 2
- dd. Sourcing foods locally or regionally? ..... 1 ..... 2
- ee. Using produce from school gardens? ..... 1 ..... 2
- ff. Culinary skills? ..... 1 ..... 2

**Commented [HELP36]:** For example, placing fruits in attractive fruit bowls instead of stainless steel serving trays.

**Commented [HELP37]:** Competitive foods are foods and beverages sold or served outside the school meal programs including vending machines, school stores, and classroom parties.

**Commented [HELP38]:** Smart Snacks in School standards are USDA's nutrition standards for competitive foods and beverages sold outside of the federal reimbursable school meal programs during the school day. These standards were developed by USDA as required by the Healthy, Hunger-Free Kids Act of 2010, and are the minimum requirement for schools as of the 2014-2015 School Year.

**Commented [HELP39]:** Food safety is the prevention of unintentional contamination of food that can cause illness.

**Commented [HELP40]:** For example, knife skills or how to prepare fresh fruits and vegetables.

## Nutrition Services and Child Nutrition Requirements and Recommendations

The next section asks about nutrition services and child nutrition requirements and recommendations.

40. Has your district adopted a policy stating that schools will offer **breakfast** to students?

Yes, all schools .....1

Yes, some categories of schools, such as those with a certain percentage of students eligible for free or reduced-price meals .....2

No.....3

41. Has your district adopted a policy stating that schools will encourage breakfast consumption by serving breakfast to students...

**Yes** **No**

a. On the school bus? .....1 .....2

b. In the classroom? .....1 .....2

c. As grab-and-go meals? .....1 .....2

d. After first period or during a morning break?.....1 .....2

42. Does your district require or recommend a minimum amount of time students will be given to eat breakfast once they receive their meal?

Require.....1

Recommend .....2

Neither .....3 →SKIP TO Q44

43. According to your district's requirement or recommendation, what is the minimum amount of time students will be given to eat breakfast once they receive their meal?

Less than 5 minutes .....1

5 to 9 minutes.....2

10 to 14 minutes .....3

15 to 19 minutes .....4

20 or more minutes .....5

Nutrition Services and Child Nutrition Requirements and Recommendations

44. Does your district require or recommend that schools offer students **whole grain-rich** foods **each day for breakfast**?

- Require .....1
- Recommend .....2
- Neither .....3

**Commented [HELP41]:** A whole grain-rich food must contain at least 51 percent whole grains and the remaining grain content of the product must be enriched.

45. Has your district adopted a policy stating that schools will offer **lunch** to students?

- Yes .....1
- No.....2

46. Does your district require or recommend a minimum amount of time students will be given to eat lunch once they receive their meal?

- Require .....1
- Recommend .....2
- Neither .....3 → SKIP TO Q48

47. According to your district’s requirement or recommendation, what is the minimum amount of time students will be given to eat lunch once they receive their meal?

- Less than 10 minutes.....1
- 10 to 19 minutes.....2
- 20 to 29 minutes.....3
- 30 or more minutes .....4

Nutrition Services and Child Nutrition Requirements and Recommendations

48. Does your district require or recommend that schools offer students a choice between the following items **each day for lunch**?

	Require	Recommend	Neither
a. 2 or more different entrees or main courses.....	1.....	2.....	3.....
b. 2 or more different non-fried vegetables .....	1.....	2.....	3.....
c. 2 or more different fruits.....	1.....	2.....	3.....

**Commented [HELP42]:** Fruits can be fresh, canned, or dried fruit.

49. Does your district require or recommend that schools offer a vegetarian entrée or main course **each day for lunch**?

Require.....	1
Recommend .....	2
Neither .....	3

50. Does your district require or recommend that schools offer students **whole grain-rich** foods **each day for lunch**?

Require.....	1
Recommend .....	2
Neither .....	3

**Commented [HELP43]:** A whole grain-rich food must contain at least 51 percent whole grains and the remaining grain content of the product must be enriched.

51. Does your district require or recommend that schools offer self-serve salad bars?

Require.....	1
Recommend .....	2
Neither .....	3

## Nutrition Services and Child Nutrition Requirements and Recommendations

The next question asks about the availability of foods and beverages that do not meet Smart Snacks standards. Smart Snacks are USDA’s nutrition standards for snack foods and beverages sold to children at school during the school day. The standards were required by the Healthy, Hunger-Free Kids Act of 2010 and went into effect during School Year 2014-2015.

52. Does your district require or recommend that schools be prohibited from offering foods and beverages that do not meet Smart Snacks standards ...

	Require	Recommend	Neither
a. At classroom parties?.....	1.....	2.....	3.....
b. <b>In after-school or extended day programs?</b> .....	1.....	2.....	3.....
c. At staff meetings? .....	1.....	2.....	3.....
d. At meetings attended by students’ family members?.....	1.....	2.....	3.....
e. In school stores, canteens, or snack bars not during the school day?.....	1.....	2.....	3.....
f. In vending machines not during the school day?.....	1.....	2.....	3.....
g. At concession stands not during the school day?.....	1.....	2.....	3.....

**Commented [HELP44]:** Only consider the time period after 30 minutes have passed from the end of the official school day.

53. Which of the following statements best describes your district’s **limits on the number of days per year that schools can sell foods and beverages that do not meet Smart Snacks standards during the school day for fundraising purposes?**

Neither the state nor the district allow the sale of such foods and beverages for fundraising purposes during the school day .....	1
The district follows limits set by the state on the number of days .....	2
The district’s limits on the number of days are more restrictive than those set by the state .....	3

**Commented [HELP45]:** USDA allows each state to set a certain number of fundraisers that can sell foods and beverages that do not meet Smart Snacks standards during the school day. If a state does not specify the number of fundraisers that are exempt from Smart Snacks standards, then all fundraisers during the school day must meet these standards.

54. Does your district require or recommend that schools restrict the availability of **deep fried foods?**

Require.....	1
Recommend .....	2
Neither .....	3

**Commented [HELP46]:** For the purposes of this question, “deep fried,” means foods that are deep fried on site as well as those that have been par-fried, pre-fried, or flash fried and are baked on site, such as French fries or breaded chicken products.

Nutrition Services and Child Nutrition Requirements and Recommendations

55. Does your district require or recommend that schools prohibit brand-name fast foods, for example Pizza Hut or Taco Bell, from being offered as part of school meals or as a la carte items?

- Require .....1
- Recommend .....2
- Neither .....3

**Commented [HELP47]:** "A la carte foods" are items sold individually rather than as part of a complete meal.

56. Does your district require or recommend that high schools prohibit sales of beverages containing caffeine, such as coffee, tea, or energy drinks?

- Require .....1
- Recommend .....2
- Neither .....3

57. Does your district require or recommend that schools make fruits or vegetables available to students whenever other food is offered or sold, for example at classroom parties or in school stores?

- Require .....1
- Recommend .....2
- Neither .....3

58. Does your district require or recommend that schools make whole grain-rich foods available to students whenever other food is offered or sold, for example at classroom parties or in school stores?

- Require .....1
- Recommend .....2
- Neither .....3

**Commented [HELP48]:** A whole grain-rich food must contain at least 51 percent whole grains and the remaining grain content of the product must be enriched.

59. Does your district require or recommend that schools make healthful beverages, such as plain water or nonfat milk, available to students whenever other beverages are offered or sold, for example at classroom parties or in school stores?

- Require .....1
- Recommend .....2
- Neither .....3

Nutrition Services and Child Nutrition Requirements and Recommendations

60. Does your district require or recommend that healthful foods, such as fruits, vegetables, and whole grain-rich foods, are intentionally priced at a lower cost than other foods?

- Require .....1
- Recommend .....2
- Neither .....3

**Commented [HELP49]:** A whole grain-rich food must contain at least 51 percent whole grains and the remaining grain content of the product must be enriched.

61. Does your district require or recommend that healthful beverages, such as nonfat milk, are intentionally priced at a lower cost than other beverages, such as sugar-sweetened beverages?

- Require.....1
- Recommend .....2
- Neither .....3
- District does not sell sugar-sweetened beverages.....4

62. Does your district require or recommend that schools have written plans for...

**Require      Recommend      Neither**

- a. Implementation of a risk-based approach to food safety, for example a HACCP-based program?.....1.....2.....3
- b. Feeding students with food allergies, sensitivities, or intolerances?.....1.....2.....3
- c. Feeding students who rely on the school meal programs in the event of an unplanned school dismissal or closure? .....1.....2.....3

**Commented [HELP50]:** Food safety is the prevention of unintentional contamination of food that can cause illness.

**Commented [HELP51]:** HACCP is Hazard Analysis and Critical Control Points.

63. Does your district have a district-level plan for feeding students who rely on the school meal programs in the event of an unplanned school dismissal or school closure?

- Yes .....1
- No.....2

**Commented [HELP52]:** This plan might be part of the district's overall crisis plan.

Nutrition Services and Child Nutrition Requirements and Recommendations

64. Does your district prohibit or actively discourage schools from using food or food coupons as a reward for good behavior or good academic performance?

Yes .....1

No.....2

**Commented [HELP53]:** For example in memoranda or guidelines.

65. Does your district prohibit or actively discourage schools from withholding food or restricting the types of foods available as a form of punishment for students' behavior?

Yes .....1

No.....2

**Commented [HELP54]:** For example in memoranda or guidelines.

**District Food Service Director**

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66. Currently, does someone in your district oversee or coordinate nutrition services, such as a district food service director (school food authority director)?

- Yes .....1
- No.....2

→That is the last question.  
Thank you very much for taking the time to complete this questionnaire.

67. Are you this person?

- Yes .....1
- No.....2

→That is the last question.  
Thank you very much for taking the time to complete this questionnaire.

68. Who do you work for?

**MARK ALL THAT APPLY**

- School district .....1
- Food service management company.....2
- Other .....3

The last questions ask about your educational background.

69. Do you have a degree (associate’s degree, undergraduate major or minor, or graduate degree) in the following areas?

**MARK ALL THAT APPLY**

- Foods and nutrition .....1
- Family and consumer sciences .....2
- Nutrition education .....3
- Food service management .....4
- Culinary arts .....5
- Business .....6
- Public/school administration.....7
- None of these .....8

70. Which of the following credentials do you hold?

MARK ALL THAT APPLY

- Licensed Nutritionist or Dietitian .....1
- Registered Dietitian (RD) or Registered Dietitian Nutritionist (RDN) credential from the Commission on Dietetic Registration .....2
- A School Nutrition Association certification (Certification could include Level 1, Level 2, Level 3, or Trainer.) .....3
- A School Nutrition Specialist credential from the School Nutrition Association .....4
- State food service certificate .....5
- ServSafe or other food safety certification .....6
- Health department certification .....7
- Certified dietary manager .....8
- Dietetic Technical Registered (DTR) .....9
- Other (Specify) .....10
- None of the above .....11

Thank you very much for taking the time to participate in this study.

If you would like more information about this study or would like clarification of any questions in this questionnaire, please call 800-287-1815.