

Form Approved
OMB No: 0920-0445
Expiration Date: 09/30/2012

Nutrition Services State Questionnaire

**School Health Policies and Programs Study 2012
Attn: Tonja Kyle/Alice Roberts, Co-Project Directors
11785 Beltsville Drive, Suite 300
Calverton, MD 20705
Tel: (800) 287-1815**

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, Mailstop D-74, Atlanta, GA 30333; Attention PRA (0920-0445).

Nutrition Services State Questionnaire

Questions

State Assistance to Districts and Schools	1-3
Certification and Professional Development	4-6
Collaboration.....	7-8
Evaluation	9
State Food Service Director	10-24

Special Instructions

THIS QUESTIONNAIRE WILL BE ADMINISTERED USING WEB-BASED INTERVIEW TECHNOLOGY. AS THE RESPONDENT TYPES RESPONSES TO THE QUESTIONS INTO THE COMPUTER, THE INTERVIEW PROGRAM WILL 1) DISPLAY THE CORRECT TENSE OF VERBS, 2) PROVIDE ALTERNATE ANSWERS TO QUESTIONS (E.G., NOT APPLICABLE, DON'T KNOW), 3) NAVIGATE COMPLEX SKIP PATTERNS, AND 4) 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 INTERVIEW ARE NOT INCLUDED IN THIS PRINTED VERSION OF THE QUESTIONNAIRE.

For the purposes of this questionnaire, “elementary school” refers to a school that contains any of grades K–5. “Middle school” refers to a school that contains any of grades 6–8. Some jurisdictions may refer to these schools as “junior high schools.” “High school” refers to a school that contains any of grades 10–12. Some jurisdictions may refer to these schools as “senior high schools.”

State Assistance to Districts and Schools

The first questions ask about state assistance to districts and schools.

1. During the past two years, did your state **develop, revise, or assist in developing** model policies, policy guidance, or other materials to inform district or school policy on each of the following topics?

	Yes	No
a. Improving the nutritional quality of school meals	1	2
b. Improving the nutritional quality of foods and beverages available at school outside of the school meal programs (e.g., vending machines, classroom snacks, a la carte)	1	2
c. Establishing nutrition standards for foods and beverages available at school outside of the school meal programs	1	2
d. Limiting student access to less nutritious foods and beverages at school.....	1	2
e. Access to free drinking water.....	1	2
f. Discouraging the sale of less nutritious foods or beverages for school fund-raising campaigns	1	2
g. Discouraging the use of food or food coupons as a reward or punishment	1	2
h. Actively promoting fruits and vegetables, whole grain foods, and low-fat or nonfat dairy products to students.....	1	2
i. Prohibiting advertising and promotion (e.g., signs, contests, and coupons) of less nutritious foods and beverages on school property.....	1	2
j. Establishing minimum time periods for students to eat breakfast or lunch	1	2
k. Developing, implementing, and evaluating local wellness policies	1	2
l. Pricing strategies to encourage the purchase of healthful foods and beverages	1	2
m. Sourcing foods locally or regionally	1	2
n. Feeding students with severe food allergies.....	1	2
o. Feeding students who rely on the school meal programs in the event of an unplanned school dismissal or school closure	1	2
p. Food safety.....	1	2

Comment [Help1]: For the purposes of this question, a “model policy” is an example of what an actual policy on a particular topic or issue might address. The content might be based on scientific evidence, best practices, or state law or policy. Model policies are provided for districts or schools to consider when developing their own policies. They are recommendations, not mandates.

Comment [Help2]: “A la carte foods” are items sold individually rather than as part of a complete meal.

Comment [Help3]: For example in memoranda or guidelines.

Comment [Help4]: For example in memoranda or guidelines.

Comment [Help5]: Food safety is the prevention of unintentional contamination of food that can cause illness.

State Assistance to Districts and Schools

2. During the past two years, did your state **distribute or provide** to district or school staff **model policies**, policy guidance, or other materials to inform district or school policy on each of the following topics?

	Yes	No
a. Improving the nutritional quality of school meals	1	2
b. Improving the nutritional quality of foods and beverages available at school outside of the school meal programs (e.g., vending machines, classroom snacks, a la carte)	1	2
c. Establishing nutrition standards for foods and beverages available at school outside of the school meal programs	1	2
d. Limiting student access to less nutritious foods and beverages at school	1	2
e. Access to free drinking water	1	2
f. Discouraging the sale of less nutritious foods or beverages for school fund-raising campaigns	1	2
g. Discouraging the use of food or food coupons as a reward or punishment	1	2
h. Actively promoting fruits and vegetables, whole grain foods, and low-fat or nonfat dairy products to students	1	2
i. Prohibiting advertising and promotion (e.g. signs, contests, and coupons) of less nutritious foods and beverages on school property	1	2
j. Establishing minimum time periods for students to eat breakfast or lunch	1	2
k. Developing, implementing, and evaluating local wellness policies	1	2
l. Pricing strategies to encourage the purchase of healthful foods and beverages	1	2
m. Sourcing foods locally or regionally	1	2
n. Feeding students with severe food allergies	1	2
o. Feeding students who rely on the school meal programs in the event of an unplanned school dismissal or school closure	1	2
p. Food safety	1	2

Comment [Help6]: For the purposes of this question, a “model policy” is an example of what an actual policy on a particular topic or issue might address. The content might be based on scientific evidence, best practices, or state law or policy. Model policies are provided for districts or schools to consider when developing their own policies. They are recommendations, not mandates.

Comment [Help7]: "A la carte foods" are items sold individually rather than as part of a complete meal.

Comment [Help8]: For example in memoranda or guidelines.

Comment [Help9]: For example in memoranda or guidelines.

Comment [Help10]: Food safety is the prevention of unintentional contamination of food that can cause illness.

State Assistance to Districts and Schools

The next questions ask about technical assistance your state may have provided to district or school staff. Technical assistance refers to one-on-one, tailored guidance to meet the specific needs of the district or school that may be provided through phone, e-mail, Internet, or in-person meetings.

3. During the past 12 months, has your state provided **technical assistance** to district or school staff on...

Comment [Help11]: Technical assistance differs from professional development in that technical assistance tends to be less formal, more specific to an individual's needs, and shorter in duration.

	Yes	No
a. Improving the nutritional quality of school meals?	1	2
b. Improving the nutritional quality of foods and beverages available at school outside of the school meal programs? (e.g., vending machines, classroom snacks, a la carte)	1	2
c. Establishing nutrition standards for foods and beverages available at school outside of the school meal programs?	1	2
d. Limiting student access to less nutritious foods and beverages at school?	1	2
e. Access to free drinking water?	1	2
f. Discouraging the sale of less nutritious foods or beverages for school fund-raising campaigns?	1	2
g. Discouraging the use of food or food coupons as a reward or punishment?	1	2
h. Actively promoting fruits and vegetables, whole grain foods, and low-fat or nonfat dairy products to students?	1	2
i. Prohibiting advertising and promotion of less nutritious foods and beverages on school property?	1	2
j. Establishing minimum time periods for students to eat breakfast or lunch?	1	2
k. Developing, implementing, and evaluating local wellness policies?	1	2
l. Pricing strategies to encourage the purchase of healthful foods and beverages?	1	2
m. Sourcing foods locally or regionally?	1	2
n. Developing plans for feeding students with severe food allergies?	1	2
o. Developing plans for feeding students who rely on the school meal programs in the event of an unplanned school dismissal or school closure?	1	2

Comment [Help12]: "A la carte foods" are items sold individually rather than as part of a complete meal.

Comment [Help13]: For example in memoranda or guidelines.

Comment [Help14]: For example in memoranda or guidelines.

State Assistance to Districts and Schools

(Q3 continued)

	Yes	No
p. Developing food safety plans, such as HACCP plans?	1	2
q. Developing school gardens?	1	2
r. Promoting access to and participation in school meals for all students?	1	2
s. Establishing or expanding school breakfast programs, after-school snack programs, or after-school supper programs?	1	2
t. Marketing healthful foods and beverages available at school outside of the school meal programs?	1	2
u. Marketing healthful school meals?	1	2
v. Strategies to improve the presentation of healthful foods in the cafeteria?	1	2
w. Using data to plan or evaluate nutrition-related policies or practices?	1	2
x. Involving school nutrition services staff in classrooms to teach students about nutrition or healthy eating?	1	2
y. Using the cafeteria as a place where students might learn about food safety, food preparation, or other nutrition-related topics?	1	2
z. Implementing nutrition-related special events to teach students about nutrition or healthy eating?	1	2
aa. Meeting requirements for USDA's HealthierUS School Challenge?	1	2

Comment [Help15]: Food safety is the prevention of unintentional contamination of food that can cause illness.

Comment [Help16]: HACCP is Hazard Analysis and Critical Control Points.

Comment [Help17]: For example, placing fruits and vegetables near the cashier where they are easy to access.

Comment [Help18]: For example, School Health Profiles, Youth Risk Behavior Survey (YRBS) data, or other types of data.

Comment [Help19]: Food safety is the prevention of unintentional contamination of food that can cause illness.

Comment [Help20]: USDA is the United States Department of Agriculture.

Certification and Professional Development

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

4. Does your state offer certification, licensure, or endorsement to district food service directors (school food authority directors)?
- Yes 1
 No.....2
5. Does your state offer certification, licensure, or endorsement to school food service managers?
- Yes 1
 No.....2

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

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

	Yes	No
a. Menu planning for healthful meals?	1	2
b. Cultural diversity in meal planning?	1	2
c. Implementing the new USDA rules for school meals?	1	2
d. Using the cafeteria for nutrition education?	1	2
e. Program regulations and procedures?	1	2
f. Selecting and ordering food?	1	2
g. Healthy food preparation methods?	1	2
h. Increasing the percentage of students participating in school meals?	1	2
i. Making school meals more appealing?	1	2
j. Strategies to improve the presentation of healthful foods in the cafeteria?	1	2
k. Customer service?	1	2

Comment [Help21]: Professional development differs from technical assistance in that technical assistance tends to be less formal, more specific to an individual's needs, and shorter in duration.

Comment [Help22]: USDA is the United States Department of Agriculture.

Comment [Help23]: For example, placing fruits and vegetables near the cashier where they are easy to access.

Certification and Professional Development

(Q6 continued)

	Yes	No
l. Competitive food policies to create a healthy food environment?	1	2
m. Financial management?	1	2
n. Personnel management?	1	2
o. Facility design and layout, including equipment selection?	1	2
p. Food safety?	1	2
q. Procedures for handling severe food allergy reactions?	1	2
r. Food preparation methods for students with food allergies?	1	2
s. Nutrition services for students with special dietary needs other than food allergies?	1	2
t. Using Hazard Analysis and Critical Control Points (HACCP)?	1	2
u. Procedures for responding to food recalls?	1	2
v. Personal safety for nutrition services staff?	1	2
w. Implementing local wellness policies at the school level?	1	2
x. Sourcing foods locally or regionally?	1	2
y. Using produce from school gardens?	1	2
z. Culinary skills?	1	2

Comment [Help24]: Competitive foods are foods sold outside the school meal programs.

Comment [Help25]: Food safety is the prevention of unintentional contamination of food that can cause illness.

Comment [Help26]: For example, knife skills or how to prepare fresh fruits and vegetables.

Collaboration

The next questions ask about collaboration among child nutrition or nutrition services staff and other staff in your state.

7. During the past 12 months, have state-level child nutrition or nutrition services staff worked on school nutrition activities with state-level...

	Yes	No	No state-level staff in this area
a. Health education staff?	1	2	3
b. Physical education staff?	1	2	3
c. Health services staff?	1	2	3
d. Mental health or social services staff?	1	2	3

Comment [Help27]: For the purposes of this question, “worked on school nutrition activities with” means collaborated with on school nutrition activities or worked with to coordinate school nutrition activities.

8. During the past 12 months, has state-level nutrition services staff worked on school nutrition services activities with staff or members from...

	Yes	No
a. Alliance for a Healthier Generation?	1	2
b. A state-level school nurses’ association or organization?	1	2
c. A state-level physicians’ organization, such as the American Academy of Pediatrics?	1	2
d. A state-level health organization, such as the American Heart Association or the American Cancer Society?	1	2
e. A state-level parents’ organization, such as the PTA?	1	2
f. The state health department?	1	2
g. The state mental health or social services agency?	1	2
h. Colleges or universities?	1	2
i. Businesses?	1	2
j. Action for Healthy Kids?	1	2
k. The state department of agriculture?	1	2
l. The state-level School Nutrition Association?	1	2
m. A food commodity organization, such as the Dairy Council or state produce growers association?	1	2

Comment [Help28]: For the purposes of this question, “worked on school nutrition activities with” means collaborated with on school nutrition activities or worked with to coordinate school nutrition activities.

Comment [Help29]: PTA is the Parent Teacher Association.

Collaboration

(Q8 continued)

	Yes	No
n. A non-governmental organization promoting farm to school activities?.....	1	2
o. A state cooperative extension office?	1	2
p. A food policy council?	1	2

Comment [Help30]: 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.

Evaluation

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

9. During the past two years, has your state evaluated...

	Yes	No
a. The number of students participating in the nutrition services program?	1	2
b. The amount of plate waste at the district or school level?	1	2
c. Professional development or in-service programs for nutrition services staff?	1	2
d. Food safety procedures at the district or school level?	1	2
e. Implementation of local wellness policies at the district or school level?	1	2

Comment [Help31]: Food safety is the prevention of unintentional contamination of food that can cause illness.

State Food Service Director

10. Currently, does someone in your state oversee or coordinate school nutrition services, for example a state food service director or director of child nutrition?

- Yes1
- No.....2

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

11. Are you this person?

- Yes1
- No.....2

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

The last questions ask about your educational background.

12. Do you have a culinary arts degree?

- Yes1
- No.....2

13. Do you have an undergraduate degree?

- Yes1
- No.....2

→SKIP TO Q19

14. What did you major in?

MARK ALL THAT APPLY

- Business1
- Education2
- Food service administration or management3
- Home economics or family and consumer sciences4
- Nutrition or dietetics5
- Other (Specify).....6

15. Did you have an undergraduate minor?
- Yes 1
- No.....2 →SKIP TO Q17
16. What did you minor in?
MARK ALL THAT APPLY
- Business 1
- Education2
- Food service administration
or management.....3
- Home economics or family
and consumer sciences4
- Nutrition or dietetics5
- Other (Specify).....6
17. Do you have a graduate degree?
- Yes 1
- No.....2 →SKIP TO Q19
18. In what area or areas was your graduate work?
MARK ALL THAT APPLY
- Business 1
- Education2
- Food service administration
or management.....3
- Home economics or family
and consumer sciences4
- Nutrition or dietetics5
- Other (Specify).....6
19. Do you have a School Nutrition Specialist credential from the School Nutrition
Association?
- Yes 1
- No.....2

State Food Service Director

20. Do you have a School Nutrition Association certification? (Certifications could include Level 1, Level 2, Level 3, or Trainer.)
- Yes1
- No.....2
21. Do you have a Registered Dietitian, or RD, credential from the American Dietetic Association?
- Yes1
- No.....2
22. Are you a certified dietary manager?
- Yes1
- No.....2
23. Are you a certified food safety manager?
- Yes1
- No.....2
24. Do you have any other food service certifications from a state agency or state-level professional group?
- Yes (Specify).....1
- No.....2

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.