OMB No.: 0920-0340
Expiration Date: 1/31/95

1994 School Health Policies and Programs Study (SHPPS)

State Food Service

The purpose of the SHPPS is to describe school health policies and programs nationwide, including: health education, physical education, school health services, school food service, and policies on tobacco use, alcohol and other drug use, violence, and HIV infection. Results will be used to assess school health needs at the state, district, and school levels and to improve school health programs throughout the nation.

This questionnaire is about your state's policies and programs related to school food service. Policies mean institutionalized practices, formally adopted school board policies, legislated mandates, and administrative regulations or directives.

Some questions ask you to circle the one best answer. Other questions ask you to circle or check all that apply. Please answer every question which applies to you or your state.

Completing the questionnaire is voluntary. Participation by all respondents is requested to ensure that all state, district, and school needs are represented. All information will be reported by state except for responses to questions 24 - 27, which will be summarized for the nation as a whole. You will not be identified in any reports.

Public reporting burden for this collection of information is estimated to average .50 hours (or 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to PHS Reports Clearance Officer; ATTN: PRA; Hubert H. Humphrey Bldg., Rm. 721-B; 200 Independence Ave., SW; Washington, DC 20201, and to the Office of Management and Budget; Paperwork Reduction Project (0920-0340); Washington, DC

20503

STATE ORGANIZATION

1.Does your state have a person responsible for directing or coordinating school food service (including the USDA National School Lunch and School Breakfast Programs) at the state level? **CIRCLE OR SPECIFY THE ONE BEST ANSWER.**

a.No -- **SKIP TO Q.3**
b.Yes **(SPECIFY):**

Name:_____
Title:_____
Address:_____
_____
_____
City/State/Zip Code:_____
Telephone Number:_____

2.Besides school food service, what are the other responsibilities of the state school food service director? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

a.No other responsibilities
b.Coordinates Nutrition Education Training (NET) Program
c.Coordinates Special Supplemental Food Program for Women, Infants, and Children (WIC)
d.Coordinates Summer Food Service Program
e.Coordinates USDA Donated Foods Program
f.Coordinates Child Care/Adult Care Program
g.Other **(SPECIFY):**

FOOD SERVICE REQUIREMENTS

3.Does your state require schools to offer meals during the school day? **CIRCLE THE ONE BEST ANSWER.**

a.No -- **SKIP TO Q.5**
b.Yes

4.What is the legal basis for the requirement? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

a. No legal basis
b.Federal legislation
c. State legislation
d. State education agency policy
e.State health department policy
f. Other **(SPECIFY):**

5.Does your state permit food service management companies or fast food restaurants to offer foods as part of school breakfast or lunch programs? **CIRCLE ALL THAT APPLY.**

a. No
b.Yes, food service management companies
c.Yes, fast food restaurants

6.On which of these topics has your state established policies for districts or schools? **CIRCLE ALL THAT APPLY.**

a.School vending machines
b.Sale of foods at school that are not part of the school meal program
c.Open-campus during lunch, permitting students to leave school
d. None of the above

MEAL PLANNING AND PREPARATION

7.Does your state <u>require</u> or <u>recommend</u> that districts or schools plan and prepare meals consistent with the Dietary Guidelines for Americans (DGAs)? **CIRCLE THE ONE BEST ANSWER.**

a. No -- **SKIP TO Q.9**
b. Yes, require
c.Yes, recommend

8.How does your state monitor compliance with the state's policies regarding the DGAs?
CIRCLE ALL THAT APPLY. SPECIFY OTHER.

a.Compliance is not monitored
b.Schools submit periodic compliance reports
c.Districts submit periodic compliance reports
d.State performs periodic on-site monitoring
e.Other **(SPECIFY):**

PROFESSIONAL PREPARATION

9.Does your state require school districts or schools to employ a food service director?
CIRCLE ALL THAT APPLY. SPECIFY OTHER.

a. No
b. Yes, required in districts
c.Yes, required in schools
d.Other **(SPECIFY):**

10.Does your state offer certification for district-level or school-level food service directors?
CIRCLE ALL THAT APPLY.

a. No -- **SKIP TO Q.17**
b. Yes, district-level
c.Yes, school-level

11.What qualifications are required for state certification as a district-level school food service director? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

a.No requirements
b.High school diploma or GED
c.Associate's degree in nutrition or a related field
d.Baccalaureate degree in nutrition or a related field
e.Master's degree in nutrition or a related field
f.American Dietetic Association Registration (R.D.)
g.American School Food Service Association Certification (ASFSA)
h.Completion of school food service training program provided by state

i.Other **(SPECIFY):**

12.What qualifications are required for state certification as a school-level food service director? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

a.No requirements
b.High school diploma or GED
c.Associate's degree in nutrition or a related field
d.Baccalaureate degree in nutrition or a related field
e.Master's degree in nutrition or a related field
f.American Dietetic Association Registration (R.D.)
g.American School Food Service Association Certification (ASFSA)
h.Completion of school food service training program provided by state
i.Other **(SPECIFY):**

13.Is state certification required for employment as a district-level or school-level school food service director? **CIRCLE ALL THAT APPLY.**

a. No
b. Yes, district-level
c.Yes, school-level

14.Does your state require that state certified district-level or school-level school food service directors obtain continuing education units (CEUs) to retain certification? **CIRCLE ALL THAT APPLY.**

a. No -- **SKIP TO Q.17**
b. Yes, district-level
c.Yes, school-level

15.How many hours of CEUs are district-level or school-level food service directors required to obtain to retain certification? **SPECIFY THE NUMBER OF HOURS.**

District-level:_____hour(s) per _____ year(s)

School-level:_____hour(s) per _____ year(s)

16.Does your state require that these CEUs be related directly to school food service? **CIRCLE THE ONE BEST ANSWER.**

a.No
b.Yes

17.During the past two years, on which school food service topics has your state offered (provided or made available) in-service training to district-level or school-level school food service staff? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

a.In-service training on school food service topics was not offered -- **SKIP TO Q.19**
b.Putting DGAs (Dietary Guidelines for Americans) into practice in school meals
c.Evaluating the nutritional content of school meals
d.Coordinating the food service program with nutrition education
e.Using the cafeteria as a learning laboratory
f.Promoting nutrition and school meals
g.Food preparation sanitation
h.Making school meals more appealing to students
i.Other **(SPECIFY):**

18.During the past two years, how many district-level or school-level school food service staff has your state trained (in-service) on school food service topics? **CIRCLE OR SPECIFY.**

a. **SPECIFY THE NUMBER TRAINED: _____**
b. Don't know

19.During the past two years, on which school food service topics has your state offered (provided or made available) materials to district-level or school-level school food service staff? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

a.Materials on school food service were not offered
b.Putting DGAs (Dietary Guidelines for Americans) into practice in school meals
c.Evaluating the nutritional content of school meals
d.Coordinating the food service program with nutrition education
e.Using the cafeteria as a learning laboratory
f.Promoting nutrition and school meals
g.Food preparation sanitation
h.Making school meals more appealing to students
i.Other **(SPECIFY):**

COORDINATION AND COLLABORATION

20.Does your state have state-level coalitions or associations for school food service staff?
CIRCLE OR SPECIFY THE ONE BEST ANSWER.

a.No -- **SKIP TO Q.22**
b.Yes **(SPECIFY):**

21.Are these coalitions or associations affiliated with national professional organizations?
CIRCLE OR SPECIFY THE ONE BEST ANSWER.

a.No
b.Yes **(SPECIFY):**

22.During the past twelve months, how has your state helped districts or schools coordinate nutrition education between the cafeteria and classroom? **CIRCLE ALL THAT APPLY. SPECIFY OTHER.**

a.State has not done this
b.State provided strategies to involve school food service staff in classrooms
c.State provided strategies to use the cafeteria as a learning laboratory
d.State provided ideas for special nutrition-related events
e.State arranged joint in-service training on nutrition education for school food service staff and classroom teachers
f.State arranged regular meetings on nutrition education for school food service staff and classroom teachers
g.Other (**SPECIFY**):

23.During the past two years, with which programs in your state has the school food service program been involved in joint state-level activities or projects? **CIRCLE OR SPECIFY ALL THAT APPLY.**

a.No joint activities or projects
b.Health education
c.Physical education
d.School health services
e.School counseling/psychology
f.Community agencies/organizations **(SPECIFY):**
g. Other **(SPECIFY):**

IMPROVING SCHOOL FOOD SERVICE

24.What would you like to DO in school food service in your state that you have NOT been able to do? **RECORD RESPONSE IN SPACE BELOW**.

25.What has PREVENTED you from doing the things you just described? **RECORD RESPONSE IN SPACE BELOW.**

26. What has been MOST HELPFUL to you in improving school food service in your state? **RECORD RESPONSE IN SPACE BELOW.**

27. What SUGGESTIONS OR RECOMMENDATIONS do you have to improve school food service in your state? **RECORD RESPONSE IN SPACE BELOW.**

28. What is your name, title, address, and telephone number? This information will be used only to contact you for additional information about your responses. You will not be identified in any reports. (**IF SAME AS Q.1, DO NOT COMPLETE.**)

Name:_____
Title:_____
Address:_____
_____
_____
City/State/Zip Code:_____
Telephone Number:_____

Thank you for taking the time to complete this questionnaire.

Please return the completed questionnaire to your state's coordinator for this project

Call 1-800-395-0232 between 8:00am and 6:00pm EST for assistance.State Food Service

unless instructed otherwise.