Sample
TELEPHONE SURVEY
Initial Questions for School Food Personnel

Name: Date:

Title:

School District:

Street Address:

City: State: Zip:

Telephone: Fax:

E-Mail:

1. Infrastructure Questions

How many schools ________ and students ________ are in your district?

What if any cooking facilities/space exist at each school?

Does your kitchen have the capacity to process fresh food?

   kitchen facilities

   staffing

   storage/refrigeration

2. Food Preparation

How is food preparation currently handled?

   On-site

   Centrally Processed

   Other ______________________________


3. **Food Supply and Purchasing**

Who are your food and produce suppliers currently?

Do they buy from local farms?

Do you know if there are any farmers’ markets in your area?

Do you purchase any items directly from farmers?

Do you have any students from farm families?

If yes, do you know what crops they produce?

What are the top three produce items you purchase, and in what amount?

Are there any bidding requirements for purchasing food? If so, what are they?

How frequently are food deliveries made? Who makes the deliveries?

   Broker
   Cooperative
   Other_____________________

4. **Menus**

Who develops menus?

Do they vary from school to school?

How are menus distributed to parents?

5. **School Food Programs**

Does your school food service participate in programs, such as National School Lunch Week?

Have you been involved in developing cafeteria “themes”? If so, what types?

Does your school have any of the following: gardens, cooking classes, nutrition education, or other food related programs?

If so, does school food service participate in them?

6. What barriers do you see to buying from farmers in the region?

*Created by the Community Food Security Coalition and the Center for Food & Justice, Occidental College*