

## N. Evaluation of Food Service

### 1. Context Evaluation

Questions	How to Answer the Questions	Resources
1. Does the school provide adequate food services to alleviate hunger and meet the nutritional needs of all students?	Document review; interviews with principal, parents, and students	<i>A Handbook of Educational Variables: A Guide to Evaluation</i> (Nowakowski et al., 1985)
Scope of food service program: 1. Does the school have federal programs such as National School Lunch Program, Special Milk Program, School Breakfast Program, etc.? 2. Does the school provide special services for needy students? 3. Does the school have an emergency food service program? 4. Does the school prepare special food services, such as banquets? 5. Does the food staff have education in nutrition?	See above	See above

### 2. Input Evaluation

Questions	How to Answer the Questions	Resources
Adequacy of financial planning: 1. Does the school have a comprehensive projected food cost plan? 2. Does the school have a plan or procedures for including labor and equipment in the cost for food services? 3. Are there procedures specifying how the lunch money should be handled? 4. Is there a cost/estimate analysis for the food service in this school? 5. Are food financial reports required? 6. When purchasing, are vendor assessments, product analysis, and quantity discounts considered and accomplished?	Document and record review	See above

### 3. Process Evaluation

Questions	How to Answer the Questions	Resources
<p>Organizational consideration:</p> <ol style="list-style-type: none"> <li>1. What is the food service worker/student ratio (indicating adequate kitchen staffing)?</li> <li>2. Is there a lunchroom supervisor?</li> <li>3. Does the supervisor have a pleasant attitude?</li> <li>4. What are the responsibilities of the lunchroom supervisor?</li> <li>5. Is there adequate time for lunch?</li> <li>6. For large schools, are different lunch schedules needed?</li> <li>7. If yes, are the students satisfied with their lunch schedule?</li> <li>8. Is the delivery of the supplies on time?</li> <li>9. Is there a kitchen staff member who is responsible for checking inventory?</li> </ol>	<p>Lunchroom observation, record review, interview with students, interview with kitchen staff</p>	<p>See above</p>

### 4. Product Evaluation

Questions	How to Answer the Questions	Resources
<p>Adequacy of food program:</p> <ol style="list-style-type: none"> <li>1. Are the students invited to participate in designing menus?</li> <li>2. If there is uneaten food left, is analysis conducted to find out why?</li> <li>3. Are the proportions/quantities proper for the students (not too much, not too little)?</li> <li>4. Is the food provided satisfactory to the students in terms of flavor, color, texture, temperature, and nutritional value?</li> <li>5. Is the preparation of food efficient?</li> <li>6. Is the cost of food reasonable for average students?</li> <li>7. Are there student and/or staff appraisals of the food services?</li> <li>8. Does the school accommodate community nutritional needs?</li> </ol>	<p>Interviews with students, interviews with kitchen staff, lunchroom observation, interview with principal</p>	<p>See above</p>