

SCORECARD

Nutrition

Strategic Alignment	Initiative/Goal Statement	Measures & Evidence	Timeline	Process Owner(s)	Baseline Data	Goals	NOVEMBER	MARCH	EOY/JUNE	
Equity: Disrupting Inequity	Problem of Practice: We expect the school nutrition program to serve all students and reflect the culinary culture of our diverse student body. We plan to increase positive perception in the food service program by incorporating 3 new menu items that correspond with specifically identified heritage and awareness months - Black History, Asian Pacific Heritage, and Hispanic/Latinx Heritage.	Recipes with 80% or higher positive survey results will become part of the regular menu rotation.	Sep - May	Waara / Blyth	0 of 3 heritage months represented by new menu items.	3 of 3 heritage months are represented by new menu items.	2/3 Two full days of new menu items were introduced in February for Balck History Month.	February menus included 10 new menu items with a Black History Month focus. In May we offered 3 new menu items with Mexican (Hispanic/ Latinx) entrees, 2 new Indian menu items, 3 new Asian menu items and 1 new Himong menu item. During the 23/24 school year the nutrition department introduced 19 new menu items that aligned to our diverse heritage and awareness month recognitions.	the goal was to add 3 new menu items reflective diverse cultures and in alignment to the heritage and awareness celebrations. we added 19 new menu items exceeding the goal by 16.	
Exceptional Staff	Create an environment of engagement and inclusion for employees through the execution of Stay Interviews (fixed) and the execution of a specific district-based initiative related to staff retention based on stay interview data from previous two years (fixed) Create an environment of engagement and inclusion for employees by: Execution of Stay Interviews (fixed) Utilization a district solution focused on staff-to-staff recognition tied to our strategic priorities (fixed)	Completion of stay interviews as evidenced by data collected and reported to Human Resources.	Fall/Spring	Waara	100% of Required Stay Interviews Completed in 2022-2023	-100% of required stay interviews are completed.		Stay interviews completed	Stay interviews completed	
		School Perceptions Staff Survey results surrounding the question: "All things considered the district is a good place to work."	Spring/Spring	Waara	Spring of 2023 Staff Survey Results Agreeing with the statement 85.3% Overall Employee 82.9% Professional Educator 96.6% Administrators 88.6% Administrative Support 91.4% Support Staff 61.3% Staff of Color"	The percent of employees who answer "agree" or "strongly agree" with the Employee Engagement survey question "All things considered the District is a good place to work" will continue to increase each year until 80% is reached.			Spring of 2024 Staff Survey Results 85.8% Overall Employee 84.1% Professional Educator 100% Administrators 98.3% Administrative Support 90.4% Support Staff 71.9% Staff of Color	
		Retention Rate of employees	Spring/Spring	Waara	90% Overall Retention Rate 91% Professional Educator 94% Administrators 94% Administrative Support 87% Support Staff 88% Staff of Color***	-90% or higher retention rate of all employees and increase all subgroups to at least 90% retention		90% retention rate	90% Overall Retention Rate 90% Professional Educators 92% Administrators 96% Admin Support 88% Support Staff 90% Staff of Color	
		Incorporate one-on-one meetings with all staff twice per year	Completion of staff one-on-one meetings as evidenced by report forms filled out	Sep - May	Waara / Blyth / N O'Malley / P O'Malley	No one-on-one meetings have been held.	One-on-one meetings with all staff (48 employees) have been held twice per year.	About 75% of first round meetings are complete.	100% of staff received a second one on one meeting by the end of March	100% of staff participated in two 1:1 meetings
		Hold meaningful / purposeful beginning of year staff training with one follow up in-service for all staff with Steve Schroeder to expand on our Leadership training from last year	Use of an exit slip at the end of the training with a Likert scale question "Was this training helpful?" with an average score of 80%.	Aug - Oct	Waara	No exit slips have been used.	Exit slips from training were collected.	Completed.	Completed - 88% of staff agreed that the training was useful.	Completed - 88% of staff agreed that the training was useful.
Communications and Community Engagement	Excel in how we collaborate and communicate with all staff and careholders and build relationships that promote positive outcomes for students. Pick an initiative in your department and run through the Practice Profile. Use an existing initiative from your 2023-24 scorecard, no need to create something new. Focus on engagement practices around this initiative. (flexed) --Write articles for school newsletters - kitchen leads will be encouraged to contribute at least one article per year. Remaining articles to be written by School Nutrition office staff / admin. Six monthly articles will be contributed by the end of the school year --Start a Staff Menu Committee with regular meetings. Meetings were held monthly with agendas.	Dept Collaboration and Engagement Plan (Practice Profile) Cascaded, flexed	Aug - May	Waara / Blyth / N O'Malley / P O'Malley	No action steps completed.	All action steps completed.	Six newsletter articles written (Sep, Oct, Nov, Dec, Jan). Staff Menu Committee meeting monthly. Working with student board reps on student input.	School Nutrition newsletter articles were distributed to all elementary schools for every month. We are continuing to hold monthly menu meetings with an average of 10 Leads in attendance. Meeting with student school board reps was March 11 to review data. We have surveyed students in all schools regarding new menu items. We are currently surveying students regarding our new May menu items.	School Nutrition newsletter articles were distributed to all elementary schools for every month.	

Communications and Community Engagement	--Meet with students in HS & MS for feedback on menus. High school students will provide feedback via student perception survey. Will work with student school board reps on a project.							Meeting with student school board reps regarding feedback on school nutrition program. Survey distributed to all SP East and SP West students. Updated menus to include V for vegetarians items and GF for Gluten Free items. Ingredients are being added to our online menus as well. This will all be completed by Aug. 31. Vegan items will be identified as they are offered.	Working on action steps created after meeting with student school board reps.
Operational Excellence	Hold Lead Meetings with Kelli B. to improve staff communications within kitchens	Quarterly meetings will be held with agendas.	Aug - May	Waara / Bialkowski	No meetings held.	Four meetings held with agendas.	One meeting held in August, one in December and one in January.	Our last department meeting with Kelli was held on March 20.	Four department lead meetings were held in conjunction with HR.
	Monitor and adjust department budget to ensure long-term sustainability and ensure department goals are being met.	Regular meetings with Director of Business Services and Asst Superintendent of Operations	Aug - Jun	Waara / Frei / Reichhoff	No action steps completed.	All action steps completed.	Three budget meetings held to monitor budget.	Two more budget meetings were held to monitor budget. Nutrition Budget for 24-25 was completed by May 8.	Two more budget meetings were held to monitor budget. Nutrition Budget for 24-25 is complete.