# Superintendent’s Memo #057-20


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: March 6, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Reporting Requirements for 2019-2020 State Funding for Alternative Breakfast Service Models

[Superintendent’s Memo #179-19](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/179-19.docx) announced applications for state funding for 2019-2020 alternative breakfast service models to provide meals to students through a distribution method different from traditional cafeteria service.

As a condition of receiving these state funds, schools are required to evaluate the educational impact of their alternative school breakfast service model and report the findings to the Virginia Department of Education. The Department will compile the aggregated results and submit a report to the Governor and the Senate Finance and House Appropriations Committees.

To meet these reporting requirements, the Department will collect data based on the following schedule:

May 2020:

Principals, teachers, and school nutrition program/cafeteria managers at participating schools in each division will be asked to complete a brief, anonymous feedback survey on the alternative breakfast service model(s) available at their school.

July 2020:

* VDOE will collect school-level, aggregate data on office discipline referrals for the current and previous school year; and
* School Nutrition Directors will be asked to provide information on the costs of breakfast service for schools receiving state funding for the first time in the 2019-2020 school year.

Data collection will occur through electronic forms sent to divisions in a future correspondence. The deadline for submitting all requested data to the Department is **August 31, 2020**.

If you have questions about the alternative breakfast service model funding, contact Barbara Branscome, School Nutrition Program Policy and Research Specialist, at 804-225-2330 or barbara.branscome@doe.virginia.gov. If you have questions about data reporting, contact Dr. Jennifer Piver-Renna, Director for Research, at 804-225-3698 or jennifer.piver-renna@doe.virginia.gov.

JFL/JPR