

**OHIO DEPARTMENT OF EDUCATION
OFFICE FOR CHILD NUTRITION**

**USDA FOODS PROGRAM
ADVISORY BOARD FACT SHEET**

What: The Advisory Board's function is to provide guidance for the implementation of the USDA Foods Program.

Who: The members of the Advisory Board represent small, medium, and large schools in each of the fourteen advisory regions. Members are asked to serve for three years on a rotating basis. One-third of the Board's members are replaced each year. Categories of activity are administration, food service director for a school, management company supervisor and student. Prospective members are recommended to and approved by the Superintendent of Public Instruction.

How: The Advisory Board's members provide input in the following areas—

- Determine the form (frozen or canned) preferred by schools for a variety of products.
- Review the local food preference surveys and make recommendations for forwarding by the Office for Child Nutrition to the U.S. Department of Agriculture.
- Help formulate recommendations concerning the packaging, quality and usability of donated products.
- Determine the desirability of processing various foods on a statewide basis.
- Participate in taste tests as part of the processing bid procedure.
- Communicate the concerns of their counterparts in the field to Division staff and relay the Division's position back to them.
- Provide suggestions and advice regarding areas of the USDA Foods Program.

When: Advisory Board members meet three times a year with the Office for Child Nutrition, USDA Foods Program staff members. However, Advisory Board members are a conduit for information to and from the state throughout the school year.

HOW TO APPLY FOR A POSITION ON THE USDA FOODS PROGRAM ADVISORY BOARD

- ™ Determine your USDA Foods Program advisory region;
- ™ Write a letter of application to the Ohio Office for Child Nutrition, USDA Foods Program Section in the spring of the year the term expires;
- ™ Include in the letter of application reasons why you would be a valuable addition to the USDA Foods Program Advisory Board.