



TOTAL SCHOOL SOLUTIONS

Director of Student Nutrition Services (DNS) Training Program 2022 Inventory Skills Assessment

Candidate Name: Michelle Dominges

Date: March 28, 2023

Training Location: Online Course

On a scale of 1-5, circle the number that best ranks your current skills and knowledge of the following areas and provide a brief narrative describing your experiences, including an indication of whether your experience is hands-on; managerial; administrative, etc.:

1. Visionary leadership and the DNS's role as leader within a school district:

1	2	3	4	5
Not		Somewhat		Extremely
Knowledgeable		Knowledgeable		Knowledgeable

I feel that I have good leadership skills to offer the nutrition staff. but there is always more to learn.

2. Methods for demonstrating vision, positive communication, positioning and empowerment:

1	2	3	4	5
Not		Somewhat		Extremely
Knowledgeable		Knowledgeable		Knowledgeable

I try to involve the staff with monthly meetings but it is so hard due to everything else planned and things that come up unexpected almost daily. I do let the staff know that I am always available and here to help them to do their best. I love to motivate with Emails.

3. Developing a professional support structure with other DNS's:

1 2 3 4 5

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

We currently have a monthly DNS zoom meeting the day after Town Hall (COE). It began during covid and we have continued since it is such a good resource for information & ideas.

4. Meeting facilitation and leading of groups:

1 2 3 4 5

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

As a nutrition trainer I set up and planned trainings with almost 200 staff members for Professional Standards.

5. Identification and engagement of stakeholders in key decisions:

1 2 3 4 5

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

I always wondered as a site manager why our director met with admin instead of just making a decision on certain issues. I now see why.

6. Conflict resolution strategies; and collaboration skills and techniques:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I have attended many trainings on this topic. The times where we had issues were resolved quickly. I'm been lucky that not too many issues have come up.

7. The Local Control Funding Formula (LCFF) and Local Control Area Plan (LCAP) and how these apply to school district decision making:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I became more familiar as a director, during a board meeting when our Fiscal Director presented a powerpoint. As a SN Manager I always wondered what these were.

8. School district and nutrition services financial and managerial accounting:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I still have alot to learn, I have taken a financial course but it is different when you are actually doing it and being responsible for it.

9. State and Federal Nutrition Services funding:

1 2 3 4 (5)

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

As a director I am familiar with the claiming of meals for reimbursements

10. History, concepts, and legal aspects of the Healthy Hunger-Free Kids Act (HHFKA) of 2010:

1 2 3 4 (5)

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

(1999-2012)
As a manager I just knew that we were going to have to make changes to the way we served due to the First Lady Michelle Obama. Many people were not happy! As a trainer and director I have a more clearer understanding.

11. Fundamentals of the National School Lunch Program, the School Breakfast Program, the Summer Food Service Program, and the Child and Adult Care Food Program:

1 2 3 4 (5)

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

As a director, we need to know all that is involved in these programs to be successful and in compliant.

12. Standards for competitive foods sold in schools, tools to increase participation in school nutrition programs, and streamlining student meal applications:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

Would love new ideas to increase breakfast counts.

13. School Food Authorities (SFAs) ability to participate in Special Provision Options including Provision 1, 2, 3 and Community Eligibility Provision:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I am familiar with the CEP Process. We will be applying to renew this year. This will be the first time as a director and having total responsibility.

14. Preparing for a successful Administrative Review (A/R) including Meal Access and Reimbursement, Meal Pattern and Nutritional Quality, Resource Management, General Program Compliance, and other Federal Program Reviews:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

My first year as a director we completed an AR Review. My experience as a manager & trainer (I helped gather information) prepared me for it. We did awesome!

15. Meal Access and Reimbursement including the SFA's certification of a student's eligibility for free or reduced-price meals:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

(1999-2012)
As a manager we performed Verifications, pulling applications using the formula. Currently we are CEP.

16. Meal Pattern and Nutritional Quality, Offer versus Serve (OvS) and dietary specifications and nutrient analysis:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

As the menu planner I feel I am very knowledgeable. As a manager and Trainer I understood OVS and trained about using OVS.

17. Resource Management: Maintenance of the Nonprofit School Food Service Account, Paid Lunch Equity, Revenue from Nonprogram Foods, Indirect Costs, and USDA Foods:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I am hoping to learn more about Non-Program Foods.

18. School nutrition general program areas including Civil Rights, SFA On-Site Monitoring, Local School Wellness Policy (LSWP), and Smart Snacks in schools:

1	2	3	4	5
Not		Somewhat		Extremely
Knowledgeable		Knowledgeable		Knowledgeable

*As a trainer I conducted Civil Rights training and. On site monitoring.
As a director I am more familiar with LSWP and Smart Snacks.*

19. School nutrition general program areas including Professional Standards, Senate Bill 1413 – Water Access during Meal Service, Reporting and Record Keeping, and School Breakfast and Summer Food Service Program Outreach:

1	2	3	4	5
Not		Somewhat		Extremely
Knowledgeable		Knowledgeable		Knowledgeable

Very familiar with all.

20. State and federal safety requirements and laws of the SFA's safe handling, storage, preparation, and service of food:

1	2	3	4	5
Not		Somewhat		Extremely
Knowledgeable		Knowledgeable		Knowledgeable

As a manager, trainer and director, Food Safety has always been an important topic.

21. Participation in other federal programs including:

- Afterschool Snacks
- Fresh Fruit and Vegetable Program (FFVP) Grant
- Seamless Summer Option (SSO)
- Special Milk Program
- Child and Adult Care Program - Supper

1 2 3 4 5

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

I have experience in all programs. When I became a director I had not participated in CACFP.

22. Food Services procurement and ethics including principles of good procurement, laws and regulations, procurement process, procurement options, procurement standards, solicitations for goods and services, and stakeholder responsibilities:

1 2 3 4 5

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

Would love more information on Procurement.

23. Accommodating children with special dietary needs and food allergies in a school nutrition programs:

1 2 3 4 5

Not Somewhat Extremely

Knowledgeable Knowledgeable Knowledgeable

I have had experience with this the entire 3) years in food service. As a director there is more responsibility making sure the sites receive the forms and are following the accommodations listed. More responsibility as director.

24. Increasing Participation by marketing the nutrition programs to important stakeholders, such as parents, teachers, and students:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I would like to begin "Breakfast in the Classroom" at some point. I know this will take buy-in.

25. Human Resources personnel regulations, laws, and personnel administration in school districts:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

Still learning, looking forward to HR. topic during course.
As a manager we conducted staff evaluations.

26. Effective supervision practices and techniques; evaluation of subordinates; staff development; and progressive discipline:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I have experience with evaluations, would like to learn more about progressive discipline. No two issues are alike.

27. California's public school collective bargaining and contract administration principles and processes:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

I would like it if we were involved more when it comes to these issues. I never understood why Nutrition employees always received what everyone else got being that we have our own money (Budget)

28. Effective public speaking and developing successful presentations. Ability to defuse hostile questions from your audience and staying on message:

1 2 3 4 5
Not Somewhat Extremely
Knowledgeable Knowledgeable Knowledgeable

Looking forward to this topic. No matter how prepared you are, (that you are) it's different when you are actually presenting.

29. Develop a focused and clear statement, which details your career goals and is directed at the specific National School Lunch and Breakfast program area you are interested in.

My goal is to be a director who is a leader to the Nutrition Staff, while providing healthy & tasty foods to our students. I will be open to always learning as I go and sharing my knowledge and experiences.

30. Please list any other information not covered above you feel would be important to cover as part of the class:

I think all topics will be covered.

31. Please list anything you would like to share that will make this course a total success in meeting your educational goals:

I am open to learning new things and asking questions for clarity.
I love hearing others' stories of experiences.