



# Super School Award – National School Lunch Week

**All FSNA Award Submissions are due May 3<sup>rd</sup>**

Each year, FSNA honors members who have successfully promoted the school foodservice nutrition program during National School Lunch Week with the Super School Award. It recognizes a school center (elementary and secondary) for their outstanding promotional activities during NSLW.

## To apply, you must be a(n):

- Foodservice Employee/Manager: someone who is assigned to one school or a central kitchen that serves more than one school.
- Active SNA Member
- Active FSNA Member (you have to be a member of both organizations)

## How to Apply:

- Complete the Entry Form (pg 2). Must be submitted as a Microsoft Word document.
- Assemble an Award Presentation. Must be submitted as a Microsoft PowerPoint Presentation and follow these guidelines:
  - The first slide of the PowerPoint Presentation must include: The name of the Award, the name of the applicant, County Name, FSNA Region Number, the school name and the school level—elementary or secondary.
  - Presentation should not exceed 15 slides.
  - Slide transitions should be set at the appropriate speed to be able to understand what is being presented.
  - A brief video and/or pictures are encouraged. Videos must not exceed 3 minutes.
  - Upload both files (and up to three supporting files) to the FSNA Dropbox using link on website: <https://www.floridaschoolnutrition.org/scholarships-awards>
- - Please save your documents as “Award Name and Level\_Nominee Name”
  - eg – “Super School Elementary Level\_Jane Doe”.
  - If you have multiple documents you may add a number at the end of the name, eg “Super School Elementary Level\_Jane Doe1” and “Super School Elementary Level\_Jane Doe2”

## Judging

Judging will be done by members of the FSNA Scholarships and Awards Committee. Judging will be based on the following criteria:

1. Official forms used and all sections completed
2. Creative use of the theme for NSLW this year
3. Quality of content
4. Presentation Quality (length, transitions, design, spelling & grammar, etc.)
5. Documentation
  - a. Program Participation Information
  - b. Report of Media Coverage
  - c. Special Guests
  - d. Involvement of stakeholders (students, parents, community, etc.)
6. Promotion of nutrition and wellness using the NSLW theme

## Recognition

Winners (one (1) for an elementary school and one (1) from a secondary school) shall receive recognition and an engraved plaque at the FSNA Annual Conference & Expo. All eligible nominees will receive a nomination certificate. All presentations and submissions including photos and videos may be shown at any FSNA Event and/or on the FSNA Website and/or used in any FSNA publication.

# Super School Award – National School Lunch Week Entry Form:

You must use this form—other forms will not be accepted and your entry will be disqualified. Please fill out carefully and completely. The information on this form will be used to create the FSNA awards presentation, and nominee certificates, and winner plaques.

Name of Applicant: \_\_\_\_\_

Email: \_\_\_\_\_

School Name: \_\_\_\_\_

County: \_\_\_\_\_ FSNA Region #: \_\_\_\_\_

School Level: **(MUST CIRCLE ONE)**      **ELEMENTARY**              **SECONDARY**

By completing this form and submitting the award, you are attesting that the above information as well as the award entry information and documentation are accurate and true to the best of your knowledge.

# Super School Award – National School Lunch Week

## Tools to Help You Complete Your Award Presentation

What activities were planned and conducted in your school? Show documentation—you can use the chart below in your presentation.

You must use the dates provided by SNA for National School Lunch Week.

**Program Participation:**

TOTAL BREAKFAST SERVED DURING:	NATIONAL SCHOOL LUNCH WEEK		WEEK PRIOR TO NATIONAL SCHOOL LUNCH WEEK	
	Students	Adults	Students	Adults
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				

**Report of Media Coverage:**

Briefly describe and show documentation when available. Remember, you can imbed a video into your PowerPoint Presentation.

1. News Releases or Newspaper Article
2. Radio/T.V. Coverage (give station’s call letters)
3. Other

**Special Guest(s):**

List names of all special guest(s) and their title participating in NSBW activities. Show pictures or other documentation of guests’ participation if available.