

Statement of Work: FY 2011 School-Age Track

Complete one **Statement of Work** for *each* subgroup listed on the Programming Summary. Enter responses in the space provided for each section. Tables will expand as text is entered. Be specific in your responses. Programming description must support your budget, budget narrative, staffing chart and cost share documentation.

a. Subgroup Name: Elementary (1-5)

b. Direct Education Delivered by TRACKS Staff

Describe proposed direct education programming to be delivered by TRACKS staff. Describe each strategy listed on the Programming Summary form. How many interventions are planned for each strategy (e.g. 3 series; four sessions each)? How will curricula and supporting materials be used (e.g. lesson plans from PDE and activity sheets from Eat Smart, Play Hard)? What *specific* methods are planned for nutrition interventions (e.g. lessons, games, activities, cooking, etc.)? How long is each intervention and over how many months will strategies be implemented? Are food tastings occurring as part of each strategy? If so, how many food tasting contacts are estimated?

A 15-session series (October through June) is planned for 1st-5th grade students. TRACKS staff will conduct 5 sessions (delivered approximately bi-monthly) of this series with follow-up lessons conducted by teachers. Lessons will be approximately 45 minutes in length and conducted once every two months (Grades 1-5). Professor Popcorn will be the primary curriculum; activity sheets and games from F&V: More Matters and Eat Smart, Play hard will be used as supporting material on *MyPyramid*, fruits, vegetables, whole grains and calcium. Two lessons for each grade will contain a sample-sized food tasting. Estimated number of food tasting contacts = 1600

TRACKS staff will also conduct the Fourth Grade Vegetable Core, a 4-lesson series class. The lessons will be delivered over a 4-week period (one lesson per week). Each lesson is 45 minutes in length and contains a sample-sized food tasting. Estimated number food tastings contacts = 800

c. Direct Education Delivered by Cost Share Staff

Describe proposed direct education programming to be delivered by cost share staff listed in your staffing chart and cost share letters. Describe each strategy selected on the Programming Summary form. How many interventions are planned for each strategy? How many interventions are planned for each strategy (e.g. 3 series; four sessions each)? How will curricula and supporting materials be used (e.g. lesson plans from PDE and activity sheets from Eat Smart, Play Hard)? What *specific* methods are planned for nutrition interventions (e.g. lessons, games, activities, cooking, etc.)? How long is each intervention and over how many months will strategies be implemented? Are food tastings occurring as part of each strategy? If so, how many food tasting contacts are estimated? Describe how cost share staff are trained to deliver and document TRACKS programming using approved curricula/supporting materials.

Elementary school teacher (cost share staff) training will be conducted as part of a comprehensive teacher in-service held at the beginning of FY 2011. This training will cover SNAP-Ed programming requirements, approved curricula/materials, and cost share time documentation.

Teachers will conduct two follow-up lessons for each of the TRACKS staff-delivered Professor Popcorn lessons. Lessons will be 30 minutes in length and utilize PDE Curriculum lesson plans and activities. Food tastings are not included with these lessons.

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d. Indirect Education

If indirect education is planned, complete the table below. See *Form Instructions Statement of Work: FY 2011 School-Age Track* for strategy definitions. For each strategy selected, estimate the number of indirect education participants reached and the frequency of intervention (e.g. daily, weekly, monthly, quarterly). In the far right column, provide a brief description of planned indirect education and how strategies support direct education interventions.

Strategy	Estimated # of Individuals Reached	Frequency of Intervention	Description of Indirect Education
Posters, Bulletin Boards, Displays	1000	Bi-monthly	TRACKS staff will provide Poster and Bulletin Board materials for classrooms and hallways. Cost share staff will change posters and bulletin boards bi-monthly to coincide with direct education.
Announcements	1000	Weekly	TRACKS staff will provide the school nurse or designee with nutrition education announcements to deliver at the end of each week. Announcements address bi-monthly topic of direct education.
Digital Photo Receivers DVDs, Videos			
Health Fairs and Community Events	500	Twice a year	TRACKS staff will participate in the Fall Festival and Spring Celebration organized by the PTA.
Food Demos/Tastings	1000	Once a year	TRACKS staff will conduct a school-wide food demonstration and food tasting at the end of the school year as a wrap up and review of nutrition education delivered.
Newsletters	1000	Once a year	TRACKS staff will provide a newsletter to be sent home with students at the beginning of the school year. It will include information about TRACKS, a summary of classroom activities to be delivered and an invitation to a class for caregivers.
Fact Sheets/Pamphlets	1000	Bi-monthly	TRACKS staff will provide a bi-monthly factsheet for distribution. Material from Professor Popcorn and PDE curriculum will be used to compile factsheets.
Website			
Other			

e. Evaluation

Statewide Evaluation Initiatives

Review the School-Age Track statewide evaluation plans on page 10 of the School-Age Track Description. Type an "x" in the box next to each statewide evaluation initiative your agency will participate in for this subgroup.

X	4 th Grade Vegetable Core Evaluation
	TRAILS for Bones Evaluation
	Modified Youth Risk Behavior Survey (8 th – 12 th grade evaluation)

Other Evaluation Activities

Provide a detailed description of other evaluation activities your agency will use to evaluate proposed

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education for this subgroup. For each activity, indicate the segment of programming that will be evaluated, the evaluation methods or tools to be used, protocol, sampling plans, and how results will be tracked and reported to the TRACKS Management Entity.

Professor Popcorn curriculum-specific surveys (Curriculum includes surveys for Grades K-2, Grades 3-4, and Grades 5-6) will be administered using a pre-test/post-test protocol. Each grade contains approximately 200 students; our sampling plan includes surveying 4 classrooms of students at each grade level. Pre and post-test classroom results will be compiled and reported on the TRACKS Professor Popcorn Reporting Spreadsheet and attached with the appropriate quarterly Evaluation Summary Report.

SAMPLE