

Glossary

Teaching Terms

- **5 Es:** A model of instruction developed by Biological Sciences Curriculum Study used to plan lessons and units. The 5 Es are Engage, Explore, Explain, Elaborate, and Evaluate.
- **cooperative learning:** Placing students into small groups and having them work together toward a common goal.
- **CTE:** An initialism for *career technical education*.
- **curriculum:** A sequential, progressive course of studies that conveys content to students to help them achieve their academic goals, as designed by a school district or state.
- **curriculum standards:** A description of regulations for what students should know or be able to do (e.g., Common Core, Next Generation Science).
- **enduring understanding:** Statements summarizing important ideas and core processes that are central to a discipline and have lasting value beyond the classroom; they synthesize what students should understand—not just know or do—as a result of studying a particular content area: “The big idea.”
- **essential question:** A part of the “backwards design” curriculum planning process. It is open-ended and typically will not have a single correct answer.
- **experiential learning:** The process of learning through experience. It’s more specifically defined as “learning through reflection on doing.”
- **formative evaluation:** Evaluation that takes place between the introduction of material and its conclusion.
- **I-Can statements:** Daily formative assessments tied to content.
- **Inquiry-based science:** Students experience something first, often working in groups, and draw conclusions of their own without teacher involvement. This happens before the teacher provides any new knowledge or facts.
- **lesson:** A period of learning and teaching.
- **pacing guide:** A plan for what is covered when throughout the academic year.
- **scope:** The breadth and depth of content in a lesson or unit.
- **sequence:** The order in which content is learned in a lesson or unit.
- **STEM:** An acronym for *science, technology, engineering, and mathematics*.
- **STEAM:** An acronym for *science, technology, engineering, the arts, and mathematics*.
- **unit:** A series of lessons with scope and sequence designed to build student knowledge toward answering an essential question.

Cafeteria Terms

- **after-school snack program:** Cash reimbursement offered through the National School Lunch Program to provide snacks to children enrolled in programs that provide them with regularly scheduled educational or enrichment activities in a supervised

environment after their school day ends.

- **audit:** Periodic verification by the state agency that the requirements of the school nutrition program are being met.
- **catering:** Preparation of food and beverages for special occasions; this may also be called “special functions.”
- **child nutrition director:** A person who directs, supervises, or coordinates the school nutrition program at the school district level. School districts use varied position titles for those employed in this position. Throughout the history of child nutrition programs, other titles have also been favored, such as school lunch director and food service director. The term may be used interchangeably in this course depending on the context.
- **CNP:** An initialism for *child nutrition programs*—programs authorized by the Richard B. Russell National School Lunch Act and The Child Nutrition Act of 1966, including the National School Lunch Program, the School Breakfast Program, the Child and Adult Care Food Program, the Summer Food Service Program, and the Fresh Fruit and Vegetable Program.
- **commodity:** Food commodities donated by the United States Department of Agriculture (USDA) for use in nonprofit lunch programs.
- **competition:** Any food or beverage sold on school grounds that competes with the USDA reimbursable school meals and after-school snacks.
- **competitive food:** Any food sold at a school other than meals served through the USDA's school meal programs— school lunch, school breakfast, and after-school snack programs.
- **CSHP:** An initialism for the *Comprehensive School Health Program*. It's designed to protect and promote the health and well-being of students and staff and has eight

components that promote the health of students, faculty, and the community— health education, a healthful school environment, health services, physical education, nutrition services, counseling services, community and family involvement, and health promotion for faculty.

- **dietary guidelines for Americans:** Science-based advice to promote health and to reduce risk for major chronic diseases through diet and physical activity. An advisory committee to the Department of Health and Human Services and the USDA reviews and updates the guidelines every five years. Recommendations of the dietary guidelines are targeted to the public age two years and older and are based on scientific and medical knowledge that is current at the time of the committee's report. The dietary guidelines form the basis of federal food, nutrition education, and information programs. They must be applied in menu planning in the School Lunch Program and School Breakfast Program.
- **direct costs:** Costs that can be identified as used solely by the food service operation. Examples include food, labor, and equipment.
- **FNS:** An initialism for *Food and Nutrition Services*—an agency of the USDA. It's the federal agency responsible for administering the nation's domestic nutrition assistance programs and helps address hunger in the United States.
- **FBMP:** An initialism for *food-based menu planning*. The two food-based menu planning approaches that the USDA established, Traditional and Enhanced, that require specific food components in specific amounts for specific age/grade groups.
- **food safety:** A plan to prevent unintentional contamination of the food supply.

- **food service management company:** A commercial enterprise or nonprofit organization that the school food authority may contract with to manage any aspect of the school food service.
- **free meals:** Meals served at no charge to students from households whose income and family size meets eligibility requirements for such benefits or because the household receives food stamps or Aid to Families with Dependent Children benefits and for which neither the student nor any member of the household is required to work.
- **FFVP:** An initialism for *Fresh Fruit and Vegetable Program*, a federally assisted program providing free fresh fruits and vegetables to children at eligible elementary schools during the school day. Its purpose is to increase fruit (both fresh and dried) and fresh vegetable consumption in elementary and secondary schools. It also encourages healthier school environments by promoting nutrition education.
- **income eligibility guidelines:** Family-size income levels prescribed annually by the USDA for use in establishing eligibility for free and reduced-price meals and for free milk. Schools, institutions, and facilities participating in the child nutrition programs use these guidelines, which are intended to direct benefits to those children most in need. They are revised annually to account for changes in the consumer price index and are effective from July 1 through June 30 every year.
- **meal cost:** The cost of producing a meal. It's determined by dividing total expenditures by total meal equivalents during the same period; expenditures include food, labor, and supply costs.
- **meal equivalent:** The number of breakfasts, snacks, and volume of à la carte sales prepared and served equal to one reimbursable lunch. It's used to allocate costs and determine staffing needs based on a reimbursable student lunch.
- **meal patterns:** A term formerly used to describe the components and items required in a reimbursable menu. Since School Meals Initiative, the word "patterns" has been replaced by meal planning approach to describe the requirements to be considered in meal planning.
- **National School Lunch Program:** The National School Lunch Program is a federally assisted meal program to provide nutritionally balanced low-cost or free lunches to students. It operates in over 100,000 public and nonprofit private schools and residential child care institutions.
- **school administrators:** Personnel responsible for making policy and procedures that affect all that happens in a school, including scheduling, pricing, employment, and compensation. School administrators include central office personnel, principals, and other administrative persons at the school level.
- **SBP:** An initialism for *School Breakfast Program*. A program that the Child Nutrition Act authorized. It is designed to meet specific nutrition goals for children. The SFA has the legal authority to operate the program. New terminology used in place of the SFA is the Local Education Agency (LEA).
- **SFA:** An initialism for *School Food Authority*, the governing authority responsible for the administration of one or more schools. It has the legal authority to operate the program. New terminology used in place of the SFA is the Local Education Agency (LEA).
- **SNA:** An initialism for *School Nutrition Association*. A national, nonprofit

professional organization representing more than 57,000 members who provide high-quality, low-cost meals to students across the United States.

- **Team Nutrition:** An integrated, behavior-based, and comprehensive plan for promoting the nutritional health of the nation's school children, using a team or multifaceted approach. The USDA's Team Nutrition Program provides technical assistance and training to enable school nutrition personnel to prepare and serve nourishing meals that meet SMI requirements and provides nutrition education resources that encourage children to choose nourishing meals.
- **UFBP:** An initialism for *Universal Free Breakfast Program*, which provides a free breakfast to every child in attendance at school, regardless of family income.
- **vending:** À la carte foods sold in a vending machine. By their nature, sales may be made in a variety of sites.

School Terms

- **accommodation:** A device, material, or support process that will enable a student to accomplish a task more efficiently.
- **ADA:** An initialism for *average daily attendance*. It's used for determining funding levels and is calculated as the total number of days of student attendance divided by the total number of days in the regular school year.
- **alternative school:** A school that is frequently geared toward students who are at risk of dropping out of school. It offers a flexible, nontraditional approach to teaching and learning.
- **at-risk student:** A term applied to students who are at risk of educational failure due to lack of services, negative life events, or physical or mental challenges.
- **bell time:** School time, as opposed to before- or after-school time.
- **charter school:** A school run independently of the traditional public school system but receiving public funding. It is run by groups such as teachers, parents, or foundations, and in some cases for-profit businesses. It is exempt from many state and local rules, policies, and regulations; but a public entity, often a local or state board of education, must approve its charter .
- **coordinated school health program:** A model that the Centers for Disease Control and Prevention developed to connect health and education. It consists of eight interactive components: health education, physical education, health services, nutrition services, health promotion for staff, counseling and psychological services, nourishing school environment, and parent/community involvement.
- **ELL:** An initialism for *English language learner*. A student who is unable to communicate fluently or learn effectively in English, often comes from a non-English-speaking home and background, and typically requires specialized or modified instruction in English and in academic courses.
- **emergency plan:** A dynamic document required for all schools that details contingencies and plans for a variety of possible crises or acute or ongoing threats to safety that might occur within a school.
- **FAPE:** An acronym for *free and appropriate public education*. A standard defined under the Individuals with Disabilities Education Act requiring that students with disabilities have access to the same quality public education as their nondisabled peers.

- **IEP:** An initialism for *individualized education plan*. Under the Individuals with Disabilities Education Act, every qualifying student receives this personalized plan that details all the services and educational components required to help the student meet his or her academic goals. It guides actions for families and school personnel and should be updated and changed as needed.
- **LRE:** An initialism for *least restrictive environment*. The educational placement for students with disabilities that is as close to the mainstream classroom as feasible. Required by the federal Individuals with Disabilities Education Act law, LRE means that students with disabilities should be educated with students who are nondisabled, and removal from the regular education environment should occur only if the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be satisfactorily achieved.
- **magnet schools:** Schools with strong emphasis in a particular subject area (e.g., music, science, drama, math). In some districts, students may be selected for admission to a magnet school through an application process rather than being assigned based on residence.
- **para or para-pro (paraprofessional):** An adult assigned to work with a student with special behavioral or academic needs. They also assist teachers and work alongside teachers.
- **PLC:** An initialism for *professional learning community*—teacher planning time.
- **PTA:** An initialism for parent–teacher association. An organization of parents in a school (affiliated with the National PTA) who organize projects, raise funds, and otherwise support the school.
- **PTO:** An initialism for parent–teacher organization. An organization of parents in a school (not affiliated with the National PTA) who organize projects, raise funds, or otherwise support the school. It's also called a Home and School Association.
- **resource teachers or super subs:** Extra personnel for a school (e.g., someone who comes in and takes over a class so the teacher can have time to plan).
- **continuing education (or CEU, an initialism for continuing education unit):** A unit of credit equal to ten hours of participation in an accredited program designed for professionals with certificates or licenses to practice various professions.
- **school choice:** Any policy that allows children to attend schools outside their local district boundaries (or to different schools within a district outside their neighborhood). Some choice programs are restricted to public schools (including charter, magnet, and traditional schools), while others focus on choices among public and private/parochial schools.
- **school improvement plan:** A document that a school develops and the local education agency approves to serve as a blueprint for guiding the school's continuous improvement and progress toward identified student achievement objectives and targets.
- **SIP:** An acronym for *school improvement plan*. It provides a framework for analyzing problems, identifying underlying causes, and addressing instructional issues in a school that has not made sufficient progress in student achievement.
- **specials:** Classes usually designated as nonacademic. They typically include art, physical education, library, and music. During a special, teachers might have planning time,

so this is a good time to request to meet with them. The school office will most likely have a “specials schedule” for your reference.

- **special education:** This broad term describes the range of educational and supplemental services provided to students with disabilities who need individualized plans and specialized services to help them realize their full academic, social, and developmental potential.
- **SEA:** An acronym for *state education agency*. The state agency that is responsible for the supervision of public elementary and secondary schools. The official name within a state may be the State Department of Education or the State Office of Public Instruction.
- **unions:** An organized association of teachers formed to protect and further their rights and interests.

Government Programs and Legislative Terms

- **BIE:** An acronym for *Bureau of Indian Education* schools. The BIE’s mission is to provide quality education opportunities to Indigenous peoples through every stage of life that sustain history, language and heritage and support the holistic wellbeing of Indigenous communities and Alaska Native villages.
- **CEP:** An initialism for *Community Eligibility Provision*. A USDA program that allows schools that predominantly serve low-income children to offer free, nutritious school meals to all students through the National School Lunch and School Breakfast Programs.
- **ESEA:** An acronym for *Elementary and Secondary Education Act*. Originally passed in 1965, the ESEA is the law that governs many educational activities in the United

States and provides the authority for the US Department of Education. It includes provisions for setting academic standards; testing students; providing information to parents; and disaggregating data to show true academic gaps between racial/ethnic groups that all states, districts, and schools receiving federal K–12 education funds under Title I of the act must adhere to.

- **IDEA:** An acronym for *Individuals with Disabilities Education Act* of 2004. The federal law that ensures that students with disabilities from birth to age twenty-one have access to the same educational quality and services as their nondisabled peers. The IDEA has provisions that provide formula funding to states to provide services to students with disabilities, including high-level medical services in some cases as well as technical assistance and support to parents and caregivers both at home and at school.
- **local wellness policy:** Overseen and monitored by the US Department of Agriculture’s Food and Nutrition Service, all districts participating in the National School Lunch Program are required to have a local wellness policy that meets specific criteria related to nutrition and physical activity.
- **TANF:** An acronym for *Temporary Assistance for Needy Families*. A federal program that provides financial assistance to low-income families (welfare) through the Department of Human Services.
- **Title I:** Part of the Elementary and Secondary Education Act. A school that is designated as low-income by the US government. Title I (pronounced “Title one”) provides funds to SEAs, which in turn provide funds to districts and schools with demonstrated financial need. Forty percent of children

must be considered low-income for a school to be considered for Title I. Once a school is determined to be a Title I school, it receives additional resources to help students and families (e.g., a Title I school might have a family involvement liaison on staff to help organize events for families to connect them to their child's education and provide day-to-day resources, outreach, and guidance for parents and guardians).

- **Title VII (Title 7):** Part of the Elementary and Secondary Education Act. A Bilingual Education Act that provides instruction in English and in the native language of the student to allow the student to progress effectively through the educational system. It provides assistance to schools with Indian, Native Hawaiian, and Alaska Native populations.
- **Title IX (Title 9):** Part of the federal education law that prohibits any entity receiving funds from the US Department of Education from discriminating on the basis of sex, including sexual harassment, the failure to provide equal opportunity in athletics, discrimination in a school's STEM courses and programs, and discrimination based on pregnancy.

*Source: FoodCorps has adapted some of this glossary from *How Schools Work and How to Work with Schools*, National Association of State Boards of Education.*