

**CALIFORNIA DEPARTMENT OF EDUCATION 2024–25**  
**CHILD NUTRITION ADVISORY COUNCIL**  
**STUDENT MEMBER APPLICATION INSTRUCTIONS**

**Please be concise as you complete this application. Observe the limits of your responses as indicated. All applications, including letters of recommendation, will be available for public inspection and considered to be public records.**

**Written Responses:** The completed application must be included with supporting documents and submitted via email to Andrea Bricker at [abricker@cde.ca.gov](mailto:abricker@cde.ca.gov). Hard copy applications will not be accepted.

**Letter of Recommendation:** Submit one letter of recommendation from a teacher (current or previous year) with the application.

**Grades:** Submit a copy of your most recent semester report card or semester transcript with the application. Please remove any personal identifiers such as student identification number, social security number, and date of birth.

**Optional Items:** You may enclose supporting documents about yourself no earlier than the seventh grade (e.g., newspaper clippings, articles, etc.). Items from earlier years will not be reviewed.

**Reasonable Accommodation for Any Individual with a Disability:** Pursuant to the **Rehabilitation Act of 1973** and the **Americans with Disabilities Act of 1990**, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Child Nutrition Advisory Council (CNAC) may request assistance by contacting the Nutrition Services Division at:

Nutrition Services Division  
California Department of Education  
1430 N Street, Suite 4503  
Sacramento, CA 95814-5901  
Phone: 916-322-1566 / 916-445-0850 ext. 5  
Fax: 916-445-5731

### **Application Submission**

**Applications must be submitted by Monday, May 13, 2024, via email to** Andrea Bricker at [abricker@cde.ca.gov](mailto:abricker@cde.ca.gov). Hard copy and late applications will not be accepted.

If you have any questions, please contact Andrea Bricker by phone at 916-323-2473 or by email at [abricker@cde.ca.gov](mailto:abricker@cde.ca.gov).

## **CNAC Background Information**

### **Mission**

The CNAC's mission is to advise the State Superintendent of Public Instruction (SSPI) in areas of health, wellness, and nutrition for all students in California's public schools. Additional information about the CNAC can be found on the California Department of Education (CDE) CNAC web page at <https://www.cde.ca.gov/ls/nu/he/cnac.asp>.

### **Areas of focus**

As noted in the CNAC Bylaws, which can be found on the CDE CNAC web page at <https://www.cde.ca.gov/ls/nu/he/cnacbylaws.asp>, the CNAC is committed to:

- Ensuring that all youth in California have access to nutritious and appealing meals, and that Child Nutrition Programs promote students' involvement.
- Promoting a plentiful supply of healthful, high-quality food for California's youth in its role as monitor of the distribution of donated food commodities.
- Promoting the inclusion of nutrition as a strong component of a comprehensive integrated school health program.
- Maintaining a communication network among allied organizations.
- Monitoring federal and state laws and regulations and promoting changes when appropriate.

### **Topics**

Discussion topics include, but are not limited to, the following:

- Effective food service management techniques and practices which will ensure the quality of child nutrition programs, including, but not limited to:
  - Food production
  - Nutrition and health expertise
  - Communication systems
  - Policies
  - Human resources
  - Computers
  - Facilities

- Effective nutrition education programs, including, but not limited to:
  - Curriculum
  - Framework and guidelines
  - Policies
  - Techniques and practices
  - Assessment and evaluation

## **Student Member Overview**

### **Eligibility**

Any public school student who is a California resident, a junior or senior in School Year 2024–25, with a minimum of 3.0 grade point average, may apply.

### **Term of office**

The student member serves a one-year term from September 1, 2024, through June 30, 2025. Meetings usually occur in the months of September, November, March, and May. The student may be accompanied to the meetings by an adult chaperone.

### **Time requirements**

The estimated time commitment required for the student member is at least one school day every quarter to attend the CNAC meeting in Sacramento; a half-day orientation in Sacramento prior to the September meeting; and sufficient time to study the agenda and materials in advance of the meetings, which may include consultation with CDE staff for background information related to agenda issues.

### **Expenses Paid**

Transportation, lodging, and meal costs will be reimbursed by the CDE as allowed by state regulations for the student and their chaperone.

## **Selection and Appointment Process**

### **Initial screening**

Immediately after the application deadline, an ad-hoc CDE screening committee considers all applications received. The committee reviews each application holistically, selecting the candidate(s) who reflects the best cross-section of the many outstanding students who apply. The decision of ad-hoc screening committee is final.

### **Interview**

The CDE screening committee will interview the top candidates and make recommendations to the SSPI for appointment.

### **Appointment**

The top candidate from the interview process will be appointed by the SSPI as the 2024–25 student member of the CNAC.

**CALIFORNIA DEPARTMENT OF EDUCATION 2024–25**

**CHILD NUTRITION ADVISORY COUNCIL**

**STUDENT MEMBER APPLICATION**

**Contact Information**

Student Name:

E-mail address:

City:

Parent or guardian name:

Parent or guardian phone:

Name of school district:

Name of school:

Name of principal:

School phone:

## **Applicant Statement of Understanding**

I have read the information about the 2024–25 student member and the description of the selection process for the 2024–25 student member, both of which appear in the Background Section of this application.

I understand and agree to participate in the selection process. If successful in the selection process and later appointed by the SSPI to the position of student member, I will pledge an oath of allegiance to the state, I will complete the mandatory online trainings required of this position and perform the responsibilities of the student member to the best of my ability.

Signature of Applicant:

Date:

Signature of Parent or Guardian:

Date:

## **Applicant Questions**

Please respond to the following prompts, adhering to the response limit for each question.

- 1. Please describe what makes you a good candidate for the student position.**  
Limit your response to 350 words.

**2. Keeping in mind the areas of authority of the CNAC as described above, identify and discuss what you consider to be one of the most difficult health and wellness problems affecting kindergarten through twelfth grade students in public education. Indicate the steps you feel should be taken to address the problem. Limit your response to 350 words.**

- 3. Describe why you think it is important that the CNAC have a student representative as a member.** Limit your response to 250 words.