

## **WELLNESS PLAN**

This document, referred to as the “wellness plan”(the plan), is intended to implement policy FFA(LOCAL), which has been adopted by the Board, to comply with the requirements for a school wellness policy. [Section 9A(a) of the National School Lunch Act (NSLA), 42 U.S.C. 1758b]

### **WELLNESS PLAN STRATEGIES TO SOLICIT INVOLVEMENT**

Federal law requires that certain stakeholders be involved in the development, implementation, and periodic review and update of the wellness policy. The District has chosen to use the local school health advisory council (SHAC) to work on behalf of the District to review and consider evidence-based strategies and techniques in order to develop and implement nutrition guidelines and wellness goals as required by federal law. The SHAC will permit the following persons to work with the SHAC on the District’s wellness policy and plan: parents, students, the District’s food service provider, physical education teachers, school health professionals, Board members, administrators, and members of the public. The SHAC will solicit involvement and input of these other interested persons by:

1. Posting on the district’s website the dates and times of SHAC meetings at which the wellness policy and plan are scheduled to be discussed.
2. Listing in the student handbook the name and position of the person responsible for oversight of the district’s wellness policy and plan along with an invitation to contact the person if the reader is interested in participating in the development, implementation, and evaluation of the wellness policy and plan.

### **IMPLEMENTATION**

Each campus principal is responsible for the implementation of FFA(LOCAL) and this wellness plan at his or her campus, including the submission of necessary information to the SHAC for evaluation.

The Superintendent is the District official responsible for the overall implementation of FFA(LOCAL), including the development of this wellness plan and any other appropriate administrative procedures, and ensuring that each campus complies with the policy and plan.

### **EVALUATION**

In accordance with law, the District will periodically measure and make available to the public an assessment of the implementation of the District’s wellness policy, the extent to which each campus is compliant with the wellness policy, a description of the progress made in attaining the goals of the wellness policy, and the extent to which the wellness policy compares with any state- or federally designated model wellness policies. Absent federal regulations to the contrary, the District commits to the evaluation activities described below.

At least annually, the SHAC will prepare a report on the wellness policy and this plan by gathering information from each principal and appropriate District administrators. The SHAC will assess the District’s and each campus’s progress toward meeting the goals of the policy and plan by reviewing District- and campus-level activities and events tied to the wellness program.

The SHAC may use any of the following tools for that analysis:

- Relevant portions of the WellSAT 2.0 ([www.wellsat.org](http://www.wellsat.org))
- Relevant portions of the Center for Disease Control's School Health Index (<http://www.cdc.gov/healthyschools/shi/index.htm>)
- A District-developed self-assessment

### **PUBLIC NOTIFICATION**

To comply with the legal requirement to inform and update the public about the content and implementation of the local wellness policy, the District will create a wellness page on its website to document information and activity related to the school wellness policy, including but not limited to:

1. A copy of the wellness policy [FFA(LOCAL)];
2. A copy of this wellness plan, with dated revisions;
3. Notice of any Board revisions to policy FFA(LOCAL);
4. Notice of any SHAC meeting at which the wellness policy or corresponding documents are scheduled to be discussed;
5. The SHAC's annual report on the District's wellness policy and plan; and
6. Any other relevant information.

The District will also publish the above information in appropriate District or campus publications.

### **RECORDS RETENTION**

Records regarding the District's wellness policy will be retained in accordance with law and the District's records management program. Questions may be directed to Superintendent or the District's designated records management officer.

### **GUIDELINES AND GOALS**

The following provisions describe the District's nutrition guidelines and activities and objectives chosen by the SHAC to implement the Board-adopted wellness goals in policy FFA(LOCAL).

### **NUTRITION GUIDELINES**

All District campuses participate in the United States Department of Agriculture's (USDA's) child nutrition programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). Federal law requires that the District establish nutrition guidelines for foods made available on each campus that are consistent with the federal standards and that promote student health and reduce childhood obesity.

The District’s nutrition guidelines are to ensure all foods and beverages sold, otherwise made available, or marketed to students during the school day adhere to all federal regulations and guidance and are designed to promote student health and reduce childhood obesity.

### **FOODS SOLD**

The District will comply with federal requirements for reimbursable meals. For other foods and beverages sold to students during the school day, the District will comply with the federal requirements for competitive foods. Competitive foods and beverages are not part of the regular meal programs and occur through sales such as a la carte options or vending machines. For purposes of this plan, these requirements will be referred to as “Smart Snacks” standards or requirements. The following websites have information regarding meal and Smart Snacks requirements:

- <http://www.fns.usda.gov/school-meals/nutrition-standardsschool-meals>
- <http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>
- <http://www.squaremeals.org/Publications/Handbooks.aspx>

### **EXCEPTION— FUNDRAISERS**

State rules adopted by the Texas Department of Agriculture (TDA) allow an exemption to the Smart Snacks requirements for up to six days per year per campus when a food or beverage is sold as part of a District fundraiser. [See CO(LEGAL)]

The District will allow the following exempted fundraisers for the 2016 \_\_–2017 \_\_ school year:

<b>Campus or Organization</b>	<b>Food/Beverage</b>	<b>Number of Days</b>
All Campuses	Campus Choice	6

### **FOODS MADE AVAILABLE**

There are currently no federal requirements for foods or beverages made available to students during the school day. The District will comply with state law, which allows a parent or grandparent to provide a food product of his or her choice to classmates of the person’s child or grandchild on the occasion of the student’s birthday or to children at a school-designated function. [See CO(LEGAL)]

In addition, the District has established the following local guidelines on foods and beverages made available to students: Competitive foods refer to all food and beverages sold to students on the school campus during the school day, other than those meals reimbursable under programs authorized by the National School Lunch Act and the Child Nutrition Act. Any competitive food sold on any school campus during the school day must meet the requirements set forth under the Smart Snacks nutrition standards.

### **MEASURING COMPLIANCE**

The District will measure compliance with the nutrition guidelines by reviewing meal reimbursement submissions from the child nutrition department to the TDA, reviewing foods and beverages that are sold in competition with the regular school meals, reviewing items sold as part of approved District fundraisers, and monitoring the types of foods and beverages made available to students during the school day.

**NUTRITION PROMOTION**

Federal law requires that the District establish goals for nutrition promotion in its wellness policy. The District’s nutrition promotion activities will encourage participation in the National School Lunch Program, the School Breakfast Program, and any supplemental food and nutrition programs offered by the District.

In accordance with FFA(LOCAL), the District has established the following goal(s) for nutrition promotion.

<b>GOAL:</b> The District’s food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings.	
<b>Objective 1: The District will increase participation in federal child nutrition programs by 2 % at the end of each school year.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<p>Distribute forms for school food programs within the first two weeks of the school year; send follow-up letter within first 2 weeks of second semester.</p> <p><i>Possible Community Eligibility Program would drastically increase the number of students in the federal nutrition programs.</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• Participation rates in federal child nutrition programs at beginning, middle and end of school year</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Development of forms/fliers/follow up letters</li> <li>• Personnel to distribute paperwork</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Paperwork does not always reach the parents</li> <li>• Negative perception of school meals</li> <li>• Parents choosing not to disclose information related to income or family information to determine eligibility for free or reduced-price meals</li> </ul>
<b>Objective 2: By May of each school year, score at least at the bronze level on the Smarter Lunchroom scorecard (<a href="http://www.smartlunchrooms.org/resources/lunchroom-self-assessment-score-card">www.smartlunchrooms.org/resources/lunchroom-self-assessment-score-card</a>) at each campus.</b>	

Action Steps	Methods for Measuring Implementation
<p>Distribute scorecard to all campus nutrition directors for completion in October and May</p> <p><i>Possible training of cafeteria staff/aides during an inservice/planning day. No cost changes will make a big impact on score.</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>Score on the assessment for each campus in October and May</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>Staff access to scorecard</li> <li>Available staff to answer questions about the assessment from campus nutrition directors</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>Training to implement Smarter Lunchroom strategies</li> <li>Time and staff to devote to implementing the Smarter Lunchroom strategies</li> </ul>
<p><b>GOAL:</b> The District shall share educational nutrition information with families and the general public to promote healthy nutrition choices and positively influence the health of students.</p>	
<p><b>Objective 1: The District will research opportunities to offer supplemental food and nutrition programs and will regularly inform families and the community regarding any programs offered by the District.</b></p>	
Action Steps	Methods for Measuring Implementation
<p>Research food access programs available in the community with which the District could partner (food pantry programs supported by the local area food bank, backpack programs, summer meal programs, etc.)</p> <p><i>CEP, Seamless Summer (partner with local churches/businesses)Need more man power for research and community outreach</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>Number of supplemental programs the district currently offers</li> <li>The types of food access programs identified and ways the information was communicated to families and the community.</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>Partnerships with community organizations</li> <li>Literature to send to families/community</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>Limited resources/organizations</li> </ul>
<p><b>Objective 2: Consistently post in an easily accessible location on the District’s or each campus website the monthly school breakfast and lunch menus. Nutritional information on each meal may be obtained by contacting the Nutrition Director.</b></p>	

Action Steps	Methods for Measuring Implementation
<p>Work with the District Nutrition Director to develop menus that are in compliance with this objective and are designed in advance</p> <p><i>Menus are currently sent home in backpacks, posted in cafeteria and links on webpage.</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• The manner in which the menus and nutrition information are communicated to parents currently</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Website location for menu publication</li> <li>• Staff to create and distribute the menus for posting to the website</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• All nutritional information may not be readily available</li> <li>• Not all families have internet access</li> </ul>

**GOAL:** The District shall ensure that food and beverage advertisements accessible to students during the school day depict only products that meet the federal guidelines for meals and competitive foods.

**Objective 1: One-hundred percent of the exterior displays on vending machines available for student use during the school day will be Smart Snacks compliant.**

Action Steps	Methods for Measuring Implementation
<p>The Superintendent will communicate this expectation to all campus principals.</p> <p>Identify vending machines that require adjustments to exterior displays.</p> <p>Work with vendors to provide alternative exterior displays.</p> <p>Document whether the 100% objective was met.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• As reported by campus principals, the percent of vending machines with exterior advertisements that are not Smart Snacks compliant at the beginning and end of the school year</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Alternative exterior displays</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Identifying vending machines that are only used outside of the school day and whether any advertisements are accessible to students during the day</li> <li>• Existing contractual provisions in vendor contracts</li> </ul>

**NUTRITION EDUCATION**

Federal law requires that the District establish goals for nutrition education in its wellness policy. State law also requires that the District implement a coordinated health program with a nutrition services and health education component at the elementary and middle school levels. [See EHAA]

The District will implement the nutrition services and health education component through instruction of the essential knowledge and skills related to nutrition and health and the CATCH program, a program approved by the Texas Education Agency, the District’s physical education, health education and science courses.

In accordance with FFA(LOCAL), the District has established the following goal(s) for nutrition education.

<b>GOAL:</b> The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.	
<b>Objective 1: A majority of students enrolled in physical education courses through-out the District will achieve at least a semester grade on a passing level.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
Obtain the semester grade averages for students enrolled in physical education	Baseline or benchmark data points: <ul style="list-style-type: none"> <li>• Average semester grades at the end of the first and second semesters for all District students enrolled in physical education</li> </ul> Resources needed: <ul style="list-style-type: none"> <li>• Support from central administration to obtain grade averages</li> </ul> Obstacles: <ul style="list-style-type: none"> <li>• Nutrition education is only a part of the essential knowledge and skills for physical education courses</li> </ul>
<b>GOAL:</b> The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.	
<b>Objective 1: District staff will promote and integrate nutrition education facts during at least three district-sponsored events in a school year.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
Identify appropriate events at which Nutrition education could be promoted  <i>Jump Rope for Heart , Go Texan Day– Elementary</i>	Baseline or benchmark data points: <ul style="list-style-type: none"> <li>• The number of events during the school year at which nutrition education was either communicated or distributed</li> </ul> Resources needed: <ul style="list-style-type: none"> <li>• A flier to distribute to event attendees</li> </ul>

<p><i>Fitness Gram – JH</i></p> <p><i>Fitness Gram – HS</i></p>	<ul style="list-style-type: none"> <li>• Sample mini – lessons for staff to teach at an event</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• The SHAC may not be aware of all District-sponsored events</li> </ul>
<p><b>Objective 2: District staff will promote and integrate nutrition education into other classroom instruction through subjects as math, science, language arts, social sciences and elective subjects.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p>At the beginning of each school year, campus administration will decide how/when nutrition education will be presented to students.</p> <p><i>Elementary – MyPlate activities during Character Ed, taught by Aides.</i></p> <p><i>Possibly incorporate @ L JH during PE.</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• Courses at each campus that already implement nutrition education into lesson</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Grade level appropriate lessons and materials (<a href="http://www.choosemyplate.gov">www.choosemyplate.gov</a>)</li> <li>• Professional development opportunities for staff</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Limited resources/time for instruction</li> </ul>
<p><b>Objective 3: 100 % of students will have access to drinking water at all times during the school day.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p>Include in enrollment and registration materials that students are permitted to carry personally owned water bottles at all times</p> <p><i>Monitor water bottle usage at upper campuses.</i></p> <p><i>Clearly marked NO WATER zones.</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• Documentation from the school nutrition department that water was available during meal periods, as required by federal standards, and that students were informed of water bottle policy</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Easily accessible water fountains</li> <li>• Water bottles for students who do not have their own</li> <li>• Guidance/signs on any locations where water bottles may not be permitted (ex. Computer lab, library, etc.)</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• For students who do not have water containers, teachers will need to develop procedures regarding when a</li> </ul>

	student would be permitted to get water from a fountain.
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**PHYSICAL ACTIVITY**

The District will implement, in accordance with law, a coordinated health program with physical education and physical activity components and will offer at least the required amount of physical activity for all grades. [See BDF, EHAA, EHAB, and EHAC]

The District will meet the required physical activity in elementary school (PK – 5) grades by providing at least 30 minutes per day (or 135 minutes per week) of recess/PE, weather permitting.

At the middle school level, the District will require students, unless exempted because of illness or disability, to be enrolled in physical education or athletics courses for at least four out of six semesters in grades six, seven and eight.

In accordance with FFA(LOCAL), the District has established the following goal(s) for physical activity.

<b>GOAL:</b> The District shall provide an environment that fosters safe, enjoyable, and developmentally appropriate fitness activities for all students, including those who are not participating in physical education classes or competitive sports.	
<b>Objective 1: The District shall promote school sponsored physical activity events such as fund raisers and family/community physical activities.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
Identify and promote local and school sponsored events to students and staff.  Jump Rope for Heart – Elem <i>Hoops for Heart – upper campuses</i>	Baseline or benchmark data points: <ul style="list-style-type: none"> <li>• Numbers of student and staff participation in events compared to previous years</li> </ul> Resources needed: <ul style="list-style-type: none"> <li>• Adequate number of staff necessary to monitor school sponsored events</li> </ul> Obstacles: <ul style="list-style-type: none"> <li>• Response rate of staff to participate and monitor scheduled events</li> </ul>

<b>GOAL:</b> The District shall provide appropriate staff development and encourage teachers to integrate physical activity into the academic curriculum where appropriate.	
<b>Objective 1: After receiving appropriate staff development, at least 60 percent of District teachers who respond to a survey will report that physical activity breaks were regularly incorporated into their lessons.</b>	
Action Steps	Methods for Measuring Implementation
<p>Determine appropriate in-service days in which teachers will receive staff development related to the importance of physical activity breaks.</p> <p><i>Go Noodle, etc – Elementary</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>Percentage of teachers who report integrating physical activity breaks on a regular basis compared to the previous school year</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>Creation and dissemination of a survey to District teachers</li> <li>Time for training during in-service days</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>Validity of self-reports</li> </ul>
<b>GOAL:</b> The District shall make appropriate training and other activities available to District employees in order to promote enjoyable, life-long physical activity for District employees and students.	
<b>Objective 1: The District will present wellness opportunities to employees and students at least once per year.</b>	
Action Steps	Methods for Measuring Implementation
<p>Seek out providers and opportunities for the activities.</p> <p><i>Annual Flu Shot Clinic</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>The number of employees who participate compared to previous school years</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>District correspondence to promote an activity</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>Participation rates may be minimal if the service is only provided at one location rather than the worksite of an employee</li> </ul>
<b>GOAL:</b> The District shall encourage parents to support their children’s participation, to be active role models, and to include physical activity in family events.	

**Objective 1: At least two campuses will offer at least one event annually either during or outside of normal school hours that involves physical activity and includes both parents and students in the event.**

Action Steps	Methods for Measuring Implementation
<p>Encourage campus administrators to develop a list of ideas and organize the event.</p> <p>Family Walking Night – once a month at the HS track.</p> <p>Family Fun Night (Open Gym) – once a month, rotate campuses ( 2 x a semester, 4 x/year)</p> <p><i>Elem – Field Day and Go Texan Day</i></p> <p><i>JH – ?</i></p> <p><i>HS – ?</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• Self-reports of campus administrators about the events</li> <li>• Participation rates from year to year</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Timeline and mechanism for the self-report about the events</li> <li>• Informational materials about the event to distribute to students and parents</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Staff time</li> <li>• Participation rates may be low</li> </ul>

**GOAL:** The District shall encourage students, parents, staff, and community members to use the District’s recreational facilities, such as tracks, playgrounds, and the like, that are available for use outside of the school day.

**Objective 1: Inform the community of the facilities that are available for use outside of the school day by including a statement in at least on District or campus publication or posting on the District or campus website, or through the use of appropriate signs.**

Action Steps	Methods for Measuring Implementation
<p>Create statements or website posts or signage.</p> <p><i>Little Dribblers</i></p> <p><i>Little Diggers</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• Documentation of publications, website posting, or signs verifying that the information was communicated</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Compile a list of the types and locations of facilities that are available for use in the District</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Ability to measure accurately how many people us the facilities</li> </ul>

**SCHOOL-BASED ACTIVITIES**

Federal law requires that the District establish goals for other school-based activities in its wellness policy to promote student wellness.

In accordance with FFA(LOCAL), the District has established the following goal(s) as part of its student wellness policy to create an environment conducive to healthful eating and physical activity and to promote and express a consistent wellness message.

<b>GOAL:</b> The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.	
<b>Objective 1: All campuses will build their master schedules to allow for at least 30 minutes to eat breakfast and lunch, from the time a student receives his or her meal and is seated.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
Encourage campus administrators to adjust schedules to accommodate current meal time allowances	Baseline or benchmark data points: <ul style="list-style-type: none"> <li>The number of campuses that currently meet the standard compared to previous school years</li> </ul> Resources needed: <ul style="list-style-type: none"> <li>Average time it takes for students to receive a meal and be seated</li> </ul> Obstacles: <ul style="list-style-type: none"> <li>Master schedules take into account several issues, only one of which will be meal times</li> </ul>
<b>GOAL:</b> The District shall promote wellness for students and their families at suitable District and campus activities.	
<b>Objective 1: Concession vendors at school sponsored events are encouraged to offer at least one food and beverage that is considered healthy.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
Vendors are given information that the district encourages them to incorporate healthy food choices in their menu.	Baseline or benchmark data points: <ul style="list-style-type: none"> <li>Self-reports by administration whether this standard was met consistently during events</li> </ul> Resources needed: <ul style="list-style-type: none"> <li>A list of possible healthy choices that</li> </ul>

	vendors could offer Obstacles: <ul style="list-style-type: none"> <li>• Difficult to actively and accurately measure</li> </ul>
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<b>GOAL:</b> The District shall promote employee wellness activities and involvement at suitable District and campus activities.	
<b>Objective 1: The District will utilize its health insurance provider to encourage wellness by communicating the preventive services and wellness challenges promoted.</b>	
Action Steps	Methods for Measuring Implementation
<p>Work with the District’s health insurance providers to determine any services which would be covered.</p> <p>Provide/distribute materials and methods to share information about services and wellness challenges with employees.</p> <p><i>Annual Flu Shot Clinic</i></p> <p><i>Mammograms</i></p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• Documentation of when and how information was shared with employees</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• List of preventive services covered by insurances</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Coverage may change</li> <li>• Participation rates of those who are willing to self-report may be low</li> </ul>