

Keene ISD Health & Wellness Policy

Revised 01-17-2018

WELLNESS PLAN

This document, referred to as the Health & Wellness 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; 7 C.F.R. Part 210]

STRATEGIES TO SOLICIT INVOLVEMENT

Federal law requires that certain stakeholders participate in the development, implementation, and periodic review/update of the wellness policy. The School Health Advisory Committee (SHAC), formerly Health Education Advisory Committee (HEAC), has been designated 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. Parents, students, coaches, food service providers, school health professionals, Board members, administrators and community members are encouraged to work together with SHAC. Involvement will be solicited by:

1. Posting on the District's website the dates and times of SHAC meetings along with agendas.
2. Listing in the student handbook and posting on the District's website the name, position, and contact information of SHAC leadership responsible for oversight of the District's wellness policy.

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 District Official responsible for the overall Implementation of FFA(LOCAL), including the development of this wellness plan and any other appropriate administrative procedures ensuring that campus complies with the policy and plan is

EVALUATION

At least every 3 years, as required by law, the District will measure and make available to the public the results of 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. This will be referred to as the “triennial assessment”.

PUBLIC NOTIFICATION

Annually, the District will notify the public about the content and implementation of the wellness policy and plan and any updates to these materials.

The SHAC will consider evidence-based strategies when setting and evaluating goals and measurable outcomes. The SHAC may use any of the following tools for this analysis:

- Smarter Lunchrooms’ website

<https://healthymeals.nal.usda.gov/healthierus-school-challenge-resources/smarter-lunchrooms>)

- Squaremeals.org
- Texas Department of Agriculture resources
- Other relevant information

The District shall annually inform and update the public about the content and implementation of the wellness policy, including posting on its website copies of the wellness policy, the wellness plan, and the required implementation assessment.

To comply with the legal requirement to annually 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 or other appropriate District publications to document information and activity related to the school wellness policy, including:

1. A copy of the wellness policy [see FFA(LOCAL)]
2. A copy of this wellness plan, with dated revisions:
3. Notice of any Board revisions to policy FFA(LOCAL);
4. The name, position, and contact information of District official responsible for the oversight/ Implementation of this plan:
5. Notice of any SHAC meeting at which the Wellness policy or corresponding documents Are scheduled to be discussed;
6. The SHAC's triennial assessment;
7. Other relevant information.

RECORDS
RETENTION

The District shall retain all required records associated with the wellness policy, in accordance With law and District's records management program. Questions may be directed to the District's designated Records management program. Questions may be Directed to the District's designated records Management officer. [see FFA(LOCAL)]

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 U.S. 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 and beverages sold to students during the school day on each campus that promote student health and reduce childhood obesity.

The District's nutrition guidelines are to ensure all foods and beverages sold or marketed to students during the school day adhere to all federal regulations and are designed to promote student health plus reduce incidence of childhood obesity.

FOODS AND BEVERAGES 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. Listed here are websites that have information regarding meal and Smart Snacks Requirements:

- <http://www.fns.usda.gov/school-meals/nutrition-standards-school-meals>
- <http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>

- <http://www.squaremeals.org/Publications/Handbooks.aspx>

(see the Complete *Administrator Reference Manual* [ARM], Section 20, Competitive Foods)

**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 2017-2018 school year:

Campus or Organization	Food / Beverage	Number of Days
All	All	6 days per school year



**FOODS AND
BEVERAGES
PROVIDED**

There are no federal or state restrictions for foods or provided, but not sold, to students during the school day. However, each school district must set its own standards. The District will comply with state law, which allows a parent or grandparent to provide a food product of his/her choice to classmates of their student on the occasion of the student's birthday or to children at a school-designated function. [See CO(LEGAL)]

{Insert Keene ISD local standards here}

MEASURING
COMPLIANCE

The District will measure compliance with the nutrition guidelines by reviewing meal reimbursement submissions from the child nutrition department to the Texas Department of Agriculture (TDA), reviewing foods and beverages that are sold in competition with 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 supplemental food and nutrition programs offered by the District.

The District will ensure any food and beverage advertisements marketed to students during the school day meet the Smart Snacks standards.

The SHAC will monitor this by:

1. On campus visits
2. Communication with campus administration

Although the District is not required to immediately remove or replace food and beverage advertisements on items such as menu boards or other food service equipment, or on scoreboards or gymnasiums, the SHAC will periodically monitor these and make recommendations when replacements or new contracts are considered.

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

GOAL 1: The District’s food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings.

Objective 1: {Keene ISD }

Action Steps	Methods for Measuring Implementation
Develop age-appropriate guidelines for food and beverages in the classroom.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Copies of developed guidelines Resources needed: <ul style="list-style-type: none"> ● State/Federal Guidelines Obstacles: <ul style="list-style-type: none"> ● Untrained staff

Objective 2:

Action Steps	Methods for Measuring Implementation
PreK - 5th grade competitive foods (given away or sold) are not allowed during meal times.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Smart Snacks Standards shared with all teachers Resources needed: <ul style="list-style-type: none"> ● Smart Snacks Standards Obstacles: <ul style="list-style-type: none"> ● Untrained staff

GOAL 2: 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.

Objective 1: The District will research opportunities to offer supplemental food and nutrition programs and will regularly inform families and the community regarding any program offered by the District.

Action Steps	Methods for Measuring Implementation
<p>Provide food access program information with which the District partners to provide supplemental food and snack resources outside the regular school day.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> ● Number of supplemental programs partners the District currently has in place <p>Resources needed:</p> <ul style="list-style-type: none"> ● Partnerships with community organizations <p>Obstacles:</p> <ul style="list-style-type: none"> ● Limited community resources/organizations

Objective 2: Consistently post in an easily accessible location on the District’s website the monthly school breakfast and lunch menus, along with the nutritional information of each meal.

Action Steps	Methods for Measuring Implementation
<p>Work with the District Child Nutrition Director to develop menus that are in compliance with this objective and are developed at least one month in advance.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> ● Number of times the menus were viewed during the school year on the website <p>Resources needed:</p> <ul style="list-style-type: none"> ● Website location along with metrics to tabulate number of views ● Staff to create and distribute the menus for posting to the website <p>Obstacles:</p> <ul style="list-style-type: none"> ● All nutritional information may not be readily available ● Not all families have internet access

**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]

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

GOAL 1: The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.

Objective 1: Students will receive nutrition education that fosters the adoption and maintenance of healthy eating behaviors.

Action Steps	Methods for Measuring Implementation
District will continue to implement an adopted Coordinated Health Care Program throughout the district K-12.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Coordinated Health Care curriculum integrated into physical education curriculum Resources needed: <ul style="list-style-type: none"> ● Coordinated Health Care Curriculum Obstacles: <ul style="list-style-type: none"> ● Untrained staff

Objective 2: Child Nutrition Services will post a Child Nutrition Newsletter every other month on website.

Action Steps	Methods for Measuring Implementation
Disseminate newsletter every two months with helpful nutritional information.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Website location along with metrics to tabulate number of views teams Resources needed: <ul style="list-style-type: none"> ● Child Nutrition Newsletter resources Obstacles: <ul style="list-style-type: none"> ● Not all families have internet access

GOAL 2: The District shall provide professional development for teachers/ staff responsible for the nutrition education program are trained to effectively implement the program.

Objective 1: Coordinated Health Care teams from each campus appointed by campus administrators will attend training.

Action Steps	Methods for Measuring Implementation
Staff responsible for nutrition education will be adequately prepared and will participate in professional development.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Staff development sign in sheet Resources needed: <ul style="list-style-type: none"> ● Coordinated Health Care training consultants Obstacles: <ul style="list-style-type: none"> ● Maintaining training and curriculum materials

Objective 2: Food service staff, teachers, and other personnel will coordinate the promotion of nutrition messages in the cafeteria, the classroom, and other appropriate settings.

Action Steps	Methods for Measuring Implementation
<p>Coordinated Health Care teams will develop and promote literature and posters promoting nutrition in the classroom, cafeterias, and other appropriate places.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> ● Quarterly surveys of on-site visits to monitor messages in cafeterias and classrooms <p>Resources needed:</p> <ul style="list-style-type: none"> ● Posters, websites, videos promoting nutrition education <p>Obstacles:</p> <ul style="list-style-type: none"> ● Time and monitoring schedule

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.]

A district shall require students in kindergarten through grade 5 to participate in moderate or vigorous daily physical activity for at least 30 minutes throughout the school year, as part of the district’s physical education program or through structured activity during a campus’ daily recess.

If a district determines, for any particular grade level, that requiring moderate or vigorous daily physical activity is impractical due to scheduling concerns or other

factors, the district may as an alternative require a student in that grade level to participate in moderate or vigorous physical activity for at least 135 minutes during each school week.

A district must provide an exemption for a student who is unable to participate in the required physical activity because of illness or disability. EHAB(LEGAL)

A district shall require students in grades 6-8 to participate in moderate or vigorous daily physical activity for at least 30 minutes for at least four semesters during those grade levels as part of the district’s physical education curriculum. EHAC(LEGAL)

Federal law requires that the District establish goals for physical activity in its wellness policy.

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

Goal 1: 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.

Objective 1: Physical education teachers/coaches will initiate opportunities for all students to become physically active.

Action Steps	Methods for Measuring Implementation
Organize after school running clubs, create intramural activities for students not in athletics.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Participation reports from each campus Resources needed: <ul style="list-style-type: none"> ● PE teachers ● Access to school facilities Obstacles: <ul style="list-style-type: none"> ● Time and commitment

Objective 2: Physical education classes will regularly emphasize moderate to vigorous activity.

Action Steps	Methods for Measuring Implementation
<p>Each week, at least 50 percent of a physical education class shall be used for actual student physical activity and the activity shall be as much as possible, at a moderate or vigorous level.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> ● Lesson plans <p>Resources needed:</p> <ul style="list-style-type: none"> ● PE teachers ● Coordinated Health Curriculum <p>Obstacles:</p> <ul style="list-style-type: none"> ● Training of PE teachers

Goal 2: 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: Quarterly newsletters will be provided to parents/guardians and the general community regarding nutrition education to positively influence the health of students and community members.

Action Steps	Methods for Measuring Implementation
<p>Wellness newsletters will be posted quarterly to district website.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> ● Website location along with metrics to tabulate number of views <p>Resources needed:</p> <ul style="list-style-type: none"> ● Wellness newsletters <p>Obstacles:</p> <ul style="list-style-type: none"> ● Not all families have internet access

Objective 2: Special events will be held to promote physical activity to parents and community.

Action Steps	Methods for Measuring Implementation
Health and Physical Education nights for families per campus.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Website posts, flyers to advertise Family Nights Resources needed: <ul style="list-style-type: none"> ● PE teachers, campus staff Obstacles: <ul style="list-style-type: none"> ● Time and commitment

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 teaching lifelong Healthy habits.

Goal 1: The District shall allow sufficient time for students to eat meals in cafeteria facilities that are safe, clean, and comfortable.

Objective 1: Campus principals will monitor allocated lunch times to determine that sufficient time is allowed for students to eat meals.

Action Steps	Methods for Measuring Implementation
Active participation of campus administration in monitoring student lunch times.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Documented cafeteria surveys Resources needed: <ul style="list-style-type: none"> ● Campus principals Obstacles: <ul style="list-style-type: none"> ● Administrator time and consistency

Objective 2: Cafeteria managers will survey cafeterias quarterly and report that facilities are clean, safe, and comfortable.

Action Steps	Methods for Measuring Implementation
Cafeterias have two (2) Health Inspections annually.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Documented health inspections Resources needed: <ul style="list-style-type: none"> ● Inspection forms Obstacles: <ul style="list-style-type: none"> ● Time

Goal 2: The District shall promote wellness for students and their families at suitable District and campus activities.

Objective 1: At least one PTO meeting each year will address wellness.

Action Steps	Methods for Measuring Implementation
Coordinate with PTO presidents and club sponsors to provide a healthy, active parent participation night at least once annually.	Baseline or benchmark data points: <ul style="list-style-type: none"> ● Documented agenda of PTO meetings Resources needed: <ul style="list-style-type: none"> ● PTO Leaders ● Campus principals Obstacles: <ul style="list-style-type: none"> ● Communication

Objective 2: The District will encourage students, parents, staff, and community members to use the Districts' outside track facilities to promote wellness.

Action Steps	Methods for Measuring Implementation
<p>Coordinate with HS Athletics Director to post times when the track is available for community use on the District website along with rules governing the use of the track.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> ● Schedule with list of rules created by HS Athletics Director <p>Resources needed:</p> <ul style="list-style-type: none"> ● Tech support for posting schedule on website <p>Obstacles:</p> <ul style="list-style-type: none"> ● Time available for community use during school year ● Not all families have access to internet

GOAL 3: The District shall promote employee wellness activities and involvement at suitable District and campus activities.

Objective 1: Staff will be provided notice of special fitness programs available to District employees.

Action Steps	Methods for Measuring Implementation
<p>Keene ISD Nursing department coordinates Flu shot with Annual Lab clinics.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> ● Number of employees who attend clinics <p>Resources needed:</p> <ul style="list-style-type: none"> ● Health providers <p>Obstacles:</p> <ul style="list-style-type: none"> ● Time and location of clinics ● Insurance coverage

Objective 2: Staff will be sent quarterly emails promoting wellness education.

Action Steps	Methods for Measuring Implementation
Research and provide quarterly newsletters/emails to staff that promote healthy lifestyle choices.	Baseline or benchmark data points: <ul style="list-style-type: none">• Website location along with metrics to tabulate number of views Resources needed: <ul style="list-style-type: none">• Wellness newsletters/emails Obstacles: <ul style="list-style-type: none">• Time