

Local Wellness Policy for Hawley ISD

2016/2017

WELLNESS	The District shall follow nutrition guidelines that advance student health and reduce childhood obesity while promoting the general wellness of students at all campuses through nutrition education, physical activity, establishing nutrition standards for all foods on school campus, setting goals in the school meals program, and school-based activities.
DEVELOPMENT OF GUIDELINES & GOALS	The district shall develop nutrition guidelines and wellness goals in consultation with the local School Health Advisory Council (SHAC) and with involvement from representatives of the student body, school food service, school administration, the Board, parents, and the public. (see BDF and EHAA)
STAKEHOLDERS	Stakeholders include: Nikki Grisham, High School Principal, Chad Hoffman, Middle School Principal, Laurie Florence, Elementary Principal, , Community Member, , Parent Member , Jimmy Burns, Superintendent, Wende McAndrew, Food Service Director, Rylee Powell, High School Student, Melody Collier, SHAC Coordinator, Martha Anderson, School Nurse, Andrea Ables, Physical Education Staff, Clarissa Kapke, Physical Education Staff
RESPONSIBILITIES	The following Stakeholders will be responsible for key areas of the Local Wellness Policy: <ul style="list-style-type: none">A. ASSESSMENT. Ensure that assessments are conducted as required, Melody Collier, SHAC Coordinator.<ol style="list-style-type: none">1. Yearly determination if the schools are in compliance with the Local Wellness Policy.2. Yearly review of the Local Wellness Policy to determine if it aligns to model local wellness policies which use evidence-based strategies.3. Multi-year comparison of the Local Wellness Policy implementation progress.4. All assessment results will be distributed to the public.B. DEVELOPMENT. Ensure that the requirements for developing the Local Wellness Policy are met, including, but not limited to,

communication/outreach that promotes information sharing and stakeholder engagement in developing, implementing, assessing, and updating the Local Wellness Policy, as well as research funding support as needed, Jimmy Burns, Superintendent.

- C. IMPLEMENTATION. Ensure that the Local Wellness Policy is implemented as intended including, but not limited to, communication/outreach that promotes information sharing and stakeholder engagement in developing, implementing, assessing, and updating the Local Wellness Policy, Campus Principals: Laurie Florence, Nikki Grisham, Chad Hoffman and Martha Anderson, District School Nurse.
- D. RECORDS RETENTION. Ensure that all documentation related to the Local Wellness Policy implementation plan, and activities and/or events are retained as required, Wende McAndrew, Food Service Director.
- E. UPDATE. Ensure the Local Wellness Policy is evaluated each year to determine if changes are needed and ensures action is taken on needed changes, Laurie Florence, Principal.

WELLNESS GOALS

NUTRITION EDUCATION GOALS

The District shall implement, in accordance with the law, a coordinated health program with a nutrition education component (see EHAB & EHAC) and shall use health course curriculum that emphasizes the importance of proper nutrition. (see EHAA)

- A. Students shall receive nutrition education that fosters the adoption and maintenance of healthy eating behaviors.
 - 1. High School Principles of Human Service class, grades 9 thru 12, shall use a nutrition unit published by Teachers Pay Teachers titled Nutrition Unit: 3 weeks of Daily Plans. This course will cover classifying nutrients, analyzing various dietary guidelines, and the benefits of exercise. The following websites will be used in conjunction with the unit: www.choosemyplate.org and www.cdc.gov/healthyyouth.
 - 2. High School Health class, grades 9 thru 12, shall use Glencoe Health Book (Texas Edition) for nutrition education that focuses on physical, mental/emotional, and social well-being. Class discussions will cover nutritional analysis, metabolism,

and physical activity.

3. Middle School Skills for Living Class, grade 6, shall utilize The Catch Intervention Program, Skills for Living course provided by CEV, as well as resources found at www.choosemyplate.gov. Balancing calorie intake and weight maintenance with activity and fitness will be covered. After-school enrichment opportunities will be provided through involvement in the 4-H Foods and nutrition Program provided by AgriLife Extension and the Jones County Extension Agent.

- B. The food service staff, teachers, and other school personnel shall coordinate the promotion of nutrition messages in the cafeteria, the classroom, and other appropriate settings.
1. Milk campaign and other nutritionally informative posters shall be posted in the cafeteria.
 2. Bulletin boards promoting nutrition education and physical activity shall be posted in the cafeteria. High School Family & Consumer Science and Health classes, Middle School Career Investigations, PALS, and Skills for Living, and Elementary Art classes will be invited to create a monthly bulletin board in the cafeteria.
 3. Bulletin boards and/or posters shall be posted where Elementary PE classes are held.
 4. Nutrition information shall be shared with families and the general public through the Cafeteria webpage, Facebook page and through the Nutrition Nuggets monthly newsletter sent home to Elementary students to encourage good health.

C. Teacher Training

The District shall ensure that appropriate ongoing training is provided to teachers throughout the school year.

PHYSICAL
ACTIVITY
GOALS

The District shall implement, in accordance with law, a coordinated health program with physical education and physical activity components and shall offer at least the required amount of physical activity for all grades.

A. High School Graduation Requirements

High school students must complete at least 1 credit of physical education for graduation.

B. Classroom Format and Instruction

1. **Elementary** - The TEC §28.002(I) requires students enrolled in full-day prekindergarten, in kindergarten, or in a grade level below grade six 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 curriculum or through structured activity during a school campus's daily recess. To the extent practicable, a school district shall require a student enrolled in prekindergarten on less than a full-day basis to participate in the same type and amount of physical activity as a student enrolled in full-day prekindergarten. If a school district determines, for any particular grade level below grade six, 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.
2. **Middle School** - The TEC §28.002(I) requires students enrolled in grade levels six, seven, and eight 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.
3. **High School** students participating in an approved substitution activity for PE credit shall participate in at least 45 minutes per day at a moderate to vigorous physical activity level, beginning techniques of lifting to moderate levels of resistance, and cardiovascular exercises that require short bursts of intensive training to prolonged endurance activities. Those substitutions may include: athletics or marching band.

C. Teacher to student ratio

The District shall maintain a maximum student to teacher ratio of 32:1 or less.

D. Standards/requirements based; curriculum requirements

To provide students with the knowledge and skills needed to develop and maintain personal health, lifetime fitness, and recreational enjoyment. The development of physical skills,

interpersonal skills, safety habits, and self-esteem are inherent to this program.

1. Elementary shall use the Coordinated Approach to Child Health (CATCH) program in grades K thru 5, an approved coordinated school health program in addition to the TEKS..
2. Middle School Physical Education Curriculum will include concepts that will encourage the achievement of personal fitness throughout their lives and maintain health and to enrich the quality of lifetime sports.
3. High School Physical Education Curriculum will include concepts that will encourage the achievement of personal fitness throughout their lives and maintain health and to enrich the quality of lifetime sports.

E. Texas Law requires that the FITNESSGRAM physical fitness assessment be administered to all students in grades 3-12 who are enrolled in a physical education class or band.

*FITNESSGRAM is a health-related fitness assessment developed by The Cooper Institute for Aerobic Research and is a research-based criterion referenced test.

*FITNESSGRAM evaluates all students regardless of age, gender or ability. Students are encouraged to be self-aware of health-related goals and take responsibility by setting personal fitness goals. When students focus on doing their personal best a more positive lifelong impact is achieved.

<http://www.FITNESSGRAM.net/texas/>

F. Staff training/certification

The District shall ensure that all Athletic Department staff receive the required ongoing professional development throughout the school year including concussion management, CPR/AED and First Aid training.

G. Physical activity outside of physical education

The District will provide an environment that fosters safe and enjoyable fitness activities for all students, including those who are not participating in competitive sports.

1. Annual Elementary track meet for grade 5.
2. Annual Field Day for grade K thru 5 students.

3. Annual Field Day (Earth Day) for grades 6-8.
4. High School National Honor Society (NHS) students will have the following opportunities throughout the school year: Assist with Annual Elementary Field Day, Walk for Autism, Tri-County Field Day
5. Elementary shall provide the following opportunities: Jump Rope for Heart, Turkey Trot, and Bearcat Jog
6. The District will encourage teachers to integrate physical activity into the academic curriculum where appropriate. Elements of the CATCH program will be utilized by Elementary.
7. The district will encourage parents to support their children's participation in physical fitness activities, to be active role models, and to include physical activity in family events.

H. Recess to promote physical activity

Elementary students will be given daily recess periods outside that will be free play oriented with physical activity encouraged. On cold or wet weather days the period will be a structured recess indoors in classrooms. PK is offered 2 daily recesses that adhere to the PK guidelines. KG will be given 1 - 30 minute recess period daily, 1st through 4th grade will be given one - 20 minute recess, and 5th grade will be given a 30 minute recess period once per week (generally on Fridays).

I. Walking or biking to school to promote physical activity

The District will encourage students to use safe routes to school for walking or biking to school.

NUTRITION
STANDARDS
FOR ALL FOODS
AVAILABLE ON
CAMPUS DURING
THE SCHOOL DAY

A. Nutritional Value of Foods and Beverages

1. Soda waters, candy, and other foods that are of marginal nutritional value will not be given away to students anywhere on school premises by anyone until after the last scheduled class.
 - a. Exceptions
 1. Five Party Days will be offered to each campus each school year for Halloween, Christmas, Valentine's, Easter & field day celebrations. These Days will be provided to the Food Service

Department at the beginning of the school year.
2. Food rewards covered below under G.

B. Competitive Foods that are sold:

1. ELEMENTARY - Competitive foods will not be sold anywhere on school premises until after the last scheduled class.
2. MIDDLE SCHOOL - Competitive foods will not be sold 30 minutes before to 30 minutes after meal services.
3. HIGH SCHOOL -
 - a. Competitive foods will not be sold in areas where reimbursable meals are served and consumed during meal services.
 1. Competitive foods that meet Smart Snacks Guidelines will be permitted to be sold anytime during the school day in the Library Coffee Bar.
 - a. Documentation will be kept on file in the Food Service Department for 5 years.
 2. Concession stands for athletic tournaments will be permitted to sell competitive foods that meet Smart Snacks guidelines to HISD students during the school day on tournament days. Foods that do not meet Smart Snacks guidelines will only be permitted to be sold to visiting teams and guests because the visiting team's school day has deemed to have Ended.
 3. No outside food or beverages ordered and paid for off campus, i.e fast food, will be provided to students during the school day. This does not apply to sports, band, etc that provide food for events off campus.
 - a. Exemptions
 1. Principal's Lunch Bunch or Bearcat Breakfast
 2. FCA breakfasts
 3. Parent provided snacks
 4. Staff prepared breakfast burritos that are provided to students who are testing on state assessment days
 5. Teaching aids
 6. Parent provided lunches

C. Portion Size

Portion sizes will meet USDA and TDA guidelines for a reimbursable meal within the food service department.

D. A' la Carte and Vending

1. All a' la carte items sold within the snack bar or reimbursable lines during meal services will meet the following guidelines:
 - a. Meet USDA's Smart Snacks rules and Texas competitive food rules.
 - b. All grains sold within the snack bar will be 50% or more whole grain or have whole grain as first ingredient.
 - c. Hot food (entree type items) from the snack bar will not be sold to elementary students unless a parent/grandparent is present to give consent.
 - d. No sodas, pops, or other carbonated products will be sold in the snack bar.
 - e. All a'la carte items sold as 'seconds' in the reimbursable lines shall meet the Competitive Food & Nutrition Standards.

2. High school and middle school campuses may provide bottled water vending machines for students use. Soda and snack vending machines for staff use only will be placed in an un-accessible area to students i.e. faculty lounges.

E. After-school programs, field trips, or school events

1. After-school programs and school events that begin 30 minutes after the last bell will not be subject to further guidelines.
2. The food service department will provide sack lunches that meet guidelines set forth in Healthy, Hunger Free Kids Act of 2010 and that qualify as a reimbursable meal available for any field trip. Meals that are provided by others outside of the District food service department while on field trips will not be subject to further guidelines.

F. Parties, celebrations, or meetings

1. Elementary - Birthday treats may be provided by the parent on

their student's birthday during the last 30 minutes of class and must be coordinated with teachers. The campus will send home a permission slip to grant approval for each student to participate in these special occasions.

2. Middle School and High School will not allow food to be brought in for a student's birthday.

G. Food rewards

The District shall not use food as a reward or punishment.

1. Exemptions

- a. Elementary -
- b. State Testing - Bite size hard candy, i.e. peppermints, jolly ranchers, etc, may be provided by the teacher anytime during the school day for state assessment days for grade level testing.
 1. AR Goals
 2. E-Club
 3. Bearcat Kids Club Breakfast
- c. Middle School & High School - Bite size hard candy may be provided on/for
 1. Last Friday of each six week grading period.
 2. Bite size hard candy, i.e. peppermints, jolly ranchers, etc, may be provided by the teacher anytime during the school day for state assessment days for grade level/course testing.
 3. Middle School students may receive a voucher card from the principal or a teacher to redeem for an ice cream in the cafeteria during lunch for special behavior, deeds, academic success.
 4. Bearcat Paws provided by Middle School principal.

H. Fundraisers that competitive food standards do not apply:

1. All fundraisers that sell ready to eat food items that do not meet Smart Snack guidelines are not permitted to be sold on campus until 30 minutes after school. This includes student organizations, PTSA, Girl/Boy Scouts, etc.
2. FFA meat sales or cookie dough sales or other sales that are not ready to eat foods are exempt from the competitive foods

standards.

3. Two fundraisers are allotted to each student group/organization.
 - a. Groups are encouraged to sell items that are not food related, but food items are allowable.
 - b. Additional fundraiser must be approved by the campus principal.
 - c. Foods that meet Smart Snacks standards and have been approved by the Food Service Director are allowed to be sold during the school day.
 - d. The following should be provided to the Food Service Director: Group/Organization, contact person, date of fundraiser, and product nutrition fact label.
4. Exemption Fundraisers
 - a. USDA policy allows for 6 exemption days for fundraisers. Should a student group/organization choose to sell foods that do not meet competitive food standards and has received approval from the campus principal, an exemption day could be granted to for the fundraiser.
 - b. The following information will be provided to the Food Service Director for any food related fundraisers: Group/Organization, contact person, date of fundraiser, and food item to be sold. Documentation will be held for 5 years in the Food Service Department.

I. Qualifications of Food Service Staff

All Food Service Department staff training, including substitutes, will meet the USDA Professional Standards and Texas Department of State Health Services Standards.

1. Food Service Director

- a. Will ensure that ongoing training throughout the school year is provided to all Food Service Staff that meets the USDA Professional Standards and Texas Department of State Health Service Standards.
- b. Will document and retain training documentation for 5 years.
- c. Will maintain Food Protection Manager

Certification.

- d. Will ensure that all food service staff, including substitutes have a valid Food Handler's Certification.

3. Superintendent

- a. Will ensure that Food Service Director receives ongoing training throughout the school year.
- b. Will ensure that Food Service Director has a valid Food Protection Manager Certification.
- c. Will ensure that District Food Service Director hiring standards meet USDA Professional Standards.

SCHOOL MEALS PROGRAM

The District shall ensure that nutrition guidelines for reimbursable school meals shall be at least as restrictive as federal regulations and guidance and that all foods available on each campus are in accordance with Smart Snacks guidelines and Healthy, Hunger Free Kids Act of 2010. (See CO)

- A. Goals that exceed the minimum nutritional standards set by USDA.
 - 1. The food service department shall offer fresh fruits and vegetables during breakfast and lunch services on a daily basis.
 - 2. The food service department will not utilize deep-fat frying as a method of cooking.
 - 3. The food service department will not sell soft drinks that do meet Smart Snacks guidelines.

- B. Access to school nutrition programs
 - 1. The District shall ensure that all students are provided a meal that will not overtly identify the student.

 - 2. Sufficient time will be allowed for students to eat meals without interruption.

- C. Time and scheduling for meals
 - 1. Each campus will provide a 30 minute lunch period for each

student. Pre-K 11:00 to 11:30, Kindergarten 10:50-11:20, First 10:30-11:00, Third 10:40-11:10, Fourth 10:45-11:15, Fifth 10:50-11:20, Second 10:35-11:05, Middle School 11:42-12:12, High School 12:31-1:01

2. Students or classes that are required to leave for a school sponsored activity prior to their lunch service shall be allowed to eat at an earlier time to ensure that every student has the opportunity to eat a healthy meal. Sack lunches that meet guidelines will be made available to all students for field trips upon request.

D. Surroundings for eating

1. The District shall ensure that lunchroom facilities are clean, maintained, safe, and comfortable.
2. The lunchroom facilities will be decorated for the holidays to create a warm, friendly environment. Different organizations, such as, Student Council, NHS, and the Art Department will help decorate during different holidays.

OTHER
SCHOOL-BASED
ACTIVITIES
DESIGNED TO
PROMOTE STUDENT
WELLNESS

The District established the following goals to create an environment conducive to healthful eating and physical activity and to express a consistent wellness message through other school-based activities.

- A. Marketing and promoting of food and/or beverages
 1. Posters provided by TDA, MyPlate, etc will be displayed in the lunchroom facilities.
 2. The food service department will place cold hold fruits and vegetables on colorful trays and set the trays on the serving line in a manner that will help increase eye appeal.
 3. The food service department will strive to keep food held on the steam table in a manner that will be fresh and appealing.
 4. The food service department will market and promote the meals program, MyPlate, and other nutritional items through social media i.e. Facebook and the District's webpage.
 5. Each campus will help promote activities such as National School Lunch Week and National School Breakfast Week.
 6. Special days will be scheduled to encourage parents, grandparents, and other community members to share a meal at school with students, i.e. Grandparents Day, Dad's

Breakfast, Mom's Breakfast, National School Lunch Week, etc.

B. Sustainable food practices

1. The food service department will practice the use of seasonal fruit and vegetables throughout the school year.
2. Non-disposable trays will be used on a daily basis for all meal services. Exceptions being made for days when equipment or staff absences make it necessary to use disposable trays.
3. Recyclable containers from the Food Service Department will be offered to anyone within the community.

C. Access to facilities for physical activity after school hours

1. The District will encourage students, parents, staff, and community members to use the District's recreational facilities that are available outside of the school day.
2. The District shall ensure that students, families, and the community have access to the track and playground after school hours.
3. The District shall offer an Open Gym when Hawley ISD staff are available to supervise, for students, families, and the community.
4. The District shall offer Open Field House Monday thru Friday throughout the summer months, when Hawley ISD staff are available to supervise, for students, families, and the community.
5. The District shall offer the facilities for exercise classes.

D. After-School Programs

The District shall offer and encourage before-school and after-school physical activity programs for students.

1. The District will permit the Hawley Youth Association to use the facilities for Little Dribblers Basketball program for grades kindergarten through fifth and PeeWee Football and Baseball/Softball programs.
2. The District will permit the cheerleading sponsor to use the facilities for Mini Cheer Camp.
3. Before and after school physical activity opportunities for students shall be offered and encouraged by The District using

District facilities including Open Gym on Sundays and Summer Field House. The availability of the facilities will be dependent upon the availability of Hawley ISD Staff to supervise these events.

4. The district will encourage parents to support their children's participation in physical activities, to be active role models, and to include physical activity in family events.

E. Coordinated School Health Approach

The District will prohibit smoking and/or the use of tobacco products on all school property.

F. School Health Councils

The District shall have a School Health Advisory Council (SHAC) that will help oversee and coordinate physical activity and/or nutrition or other aspects of student health.

G. Community/Family Involvement

The District shall encourage the community's involvement on the Local Wellness Policy committee and the SHAC committee, and PTSA concerning physical activities, nutrition, and other health aspects of students, staff, and community.

H. Staff Wellness

The District will encourage staff to participate in the meal program, to use the District's fitness facilities, and to walk around the District rather than drive. The District will also encourage teachers to walk with their classes to various functions and activities. Flu shot and immunization clinic for faculty and family will be scheduled in the Fall.

I. Counseling, Psychological, and Social Health Services

The District shall provide services to students to improve mental, emotional and social health and include individual and group assessments. Assessment and consultation skills of counselors and psychologist contribute not only to the health of students but also to the health of the school environment. Professionals such as certified school counselors, psychologists, and social workers provide these services.

Student Benefits:

Prevention efforts address student problems, facilitate positive learning and health behavior as well as enhance healthy student development and targets students in high-risk situations to prevent drop-outs.

J. Health Services

The District shall employ a Qualified School Nurse to provide health services to staff and students including:

1. Acute/illness and injury care including care of students with anaphylactic allergies
2. Case management of chronic conditions including students with diabetes, asthma, & seizures
3. Immunization compliance and management
4. Management of communicable disease outbreaks and promotion of preventative health practices
5. Staff, student & parent education
6. Complies with guidelines for state mandated vision, hearing and spinal screenings
7. CPR/AED/First Aid training for faculty and students as a prerequisite for graduation.
8. Athletic coaches, athletic trainers and potential members of the Concussion Oversight Team must complete Concussion training annually.
9. Medication administration to students
10. Personal hygiene promotion and education
11. Oral health promotion and education and presentations.
12. Promotes safety for the district through recommendations to administration regarding health and safety needs.
13. Assist families in accessing social and medical resources
14. Allergy Management Plan for students

MEASUREMENT
AND
EVALUATION

The District shall implement a measurement and evaluation system for the Local Wellness Policy to ensure schools are in compliance, to assist with revision of the Policy, and to assist with development of new goals.

A. Monitoring and evaluation

1. The Wellness Policy Committee shall develop the proper forms to monitor and evaluate the implementation of the

policy.

2. Monitoring will occur at the end of every grading period.
 - a. Principals, School Nurse, and Food Service Director will complete the monitoring tool for their campus/department.
3. Evaluations will be conducted by the Committee the week prior to Christmas Break and the last week of the school year.
4. A report from the Committee will be provided to the Board biannually in January and June.
5. The Committee will meet at minimum, four times per year.

D. Revision

The Wellness Policy Committee shall revise the policy based on evidence of implementation or effectiveness and develop new goals as deemed necessary on a yearly basis.