



ALEDO ISD BOARD MEETING TEMPLATE

MEETING DATE: June 19, 2017

AGENDA ITEM: FFA(LOCAL) – Student Welfare Wellness and Health Services – Action Item

PRESENTER: Kathy Allen

ALIGNS TO BOARD PRIORITIES(S):

- Continuous Improvement – The District shall monitor and revise systems and processes to evaluate organizational effectiveness and stakeholder satisfaction.

BACKGROUND INFORMATION:

- In November 2016, changes in federal guidelines prompted the revision of policy FFA(LOCAL). The changes reflect new guidelines for health and wellness.
- This spring, the School Health Advisory Council updated the AISD Wellness Plan based on the guidelines found in FFA(LOCAL).
- Attached you will find the Wellness Plan developed by the School Health Advisory Council during the 2016 – 2017 school year.

ADMINISTRATIVE CONSIDERATIONS: Consider approval of the AISD Wellness Plan

FISCAL NOTE: None

ADMINISTRATIVE RECOMMENDATIONS: Administration recommends the approval of AISD Wellness Plan as written presented.

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]
STRATEGIES TO SOLICIT INVOLVEMENT	<p>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:</p> <ol style="list-style-type: none"><li data-bbox="560 947 1435 1052">1. By posting on the District’s website the dates and times of the SHAC meeting at which the wellness policy and plan are scheduled to be discussed.<li data-bbox="560 1073 1435 1276">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 that person if the reader is interested in participating in the development, implementation, and evaluation of the wellness policy and plan.
IMPLEMENTATION	<p>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.</p> <p>The Executive Director of Curriculum 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.</p>
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 tool for analysis:

- 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:

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. 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 the Chief Financial Officer, 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 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 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-standards-school-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 2017– 2018 school year:

Campus or Organization	Food / Beverage	Number of Days
Aledo High School	Yes	Maximum of 6
Don R. Daniel 9 th Grade	Yes	Maximum of 6
Aledo Middle School	Yes	Maximum of 6
McAnally Intermediate	Yes	Maximum of 6
Walsh Elementary	Yes	Maximum of 6
McCall Elementary	Yes	Maximum of 6
Coder Elementary	Yes	Maximum of 6

Campus or Organization	Food / Beverage	Number of Days
Vandagriff Elementary	Yes	Maximum of 6
Stuard Elementary	Yes	Maximum of 6
Walsh Elementary	Yes	Maximum of 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:

In order to ensure the safety of our students and staff, the district limits the distribution of foods and beverages to commercially produced products. This enables the district to adhere to local and state health department standards. Furthermore, the district does not allow any product containing a known allergen, for example nut based products, which may endanger a student or staff member.

**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.

<p>GOAL: The District’s food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings.</p>	
<p>Objective 1: At a minimum, the district will maintain the participation in federal child nutrition program in proportionate to the increase in the student population for each campus.</p>	
Action Steps	Methods for Measuring Implementation
<p>Distribute flier regarding school food programs within first two weeks of the school year (mechanisms include AISD parent notification systems such as the Aledo ISD App, district email and district webpage); send a follow-up letter within first two weeks of second semester.</p>	<p>Data Collected:</p> <ul style="list-style-type: none"> • Participation rates in federal child nutrition programs at beginning, middle, and end of school year. <p>Resources needed:</p> <ul style="list-style-type: none"> • Development of fliers and follow-up letters • Personnel to distribute fliers <p>Obstacles:</p> <ul style="list-style-type: none"> • Fliers and letters sometimes do not reach parents • Negative perception of school meals • Parents choosing not to disclose information related to income or family information to determine eligibility for free or reduced price meals.
<p>Objective 2: A monthly basis, the Child Nutrition staff will provide all AISD campuses with the selected theme which will be used to promote health and nutrition.</p>	
Action Steps	Methods for Measuring Implementation
<p>Distribute health and nutrition themes to campus principals during July staff meeting. Principals use campus site-based teams to develop activities around the monthly theme (examples include announcements, posters, food tasting opportunities, connections to classroom curriculum).</p>	<p>Data Collected:</p> <ul style="list-style-type: none"> • Campus documentation of completion of support activities for monthly themes <p>Resources needed:</p> <ul style="list-style-type: none"> • Campus access to themes • Staff to implement activities <p>Obstacles:</p> <ul style="list-style-type: none"> • None

GOAL: 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 seek out opportunities to offer supplemental food and nutrition programs and will regularly inform families and the community regarding any programs offered by the District.	
Action Steps	Methods for Measuring Implementation
Research food access programs available in the community with which the District could partner (food pantry programs, backpack programs supported by local churches, summer meal programs, etc.)	<p>Data collected:</p> <ul style="list-style-type: none"> • The number of supplemental programs the District currently offers or promotes • The types of food access programs identified and way the information was communicated to families and the community <p>Resources needed:</p> <ul style="list-style-type: none"> • Partnerships with community organizations • Literature to send to families/community <p>Obstacles:</p> <ul style="list-style-type: none"> • Limited resources/organizations
Objective 2: Consistently post in an easily accessible location on the District's or each campus's website the monthly school breakfast and lunch menus, along with the nutritional information for each meal.	
Action Steps	Methods for Measuring Implementation
Director of Communications will work with the Child Nutrition Director to obtain information concerning menus and nutritional information to post at the district and campus levels.	<p>Data collected:</p> <ul style="list-style-type: none"> • The manner in which the menus and nutrition information are communicated to parent currently • The number of times the menus were viewed during the school year <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

<p>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.</p>	
<p>Objective 1: One-hundred percent of the exterior displays on vending machines available for student use during the school day will be Smart Snack compliant.</p>	
Action Steps	Methods for Measuring Implementation
<p>Child Nutrition Director will be assigned to communicate this expectation to all campus principals.</p> <p>Campus administration will identify vending machines that require adjustments to exterior displays.</p> <p>Campus principals and/or business office will work with vendors to provide alternative exterior displays.</p> <p>Document whether the 100 percent objective was met.</p>	<p>Data collected:</p> <ul style="list-style-type: none"> As reported by campus principal, the percent of vending machines with exterior advertisements that are not Smart Snacks compliant at the beginning and end of the school year <p>Resources needed:</p> <ul style="list-style-type: none"> Alternative exterior displays <p>Obstacles:</p> <ul style="list-style-type: none"> Identifying vending machines that are only used outside of the school day and whether any advertisements are accessible to students during the day Existing contractual provisions in vendor contracts

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 uses personnel and resources in elementary, intermediate and middle school to promote education for the prevention of childhood obesity, cardiovascular disease, and Type 2 diabetes.

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

GOAL: The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.	
Objective 1: Maintain one hundred percent of high school students in each four-year cohort will complete one-half credit of health education as a required elective. In grades K-12 nutrition education will be embedded within the health curriculum and physical education curriculum where appropriate.	
Action Steps	Methods for Measuring Implementation
Curriculum Director will work with health and physical education teachers to evaluate current delivery of nutrition education.	<p>Data collected:</p> <ul style="list-style-type: none"> • Agendas and sign-in sheets from planning meetings • Year-at-a-glance planning documents developed <p>Resources needed:</p> <ul style="list-style-type: none"> • Texas Essential Knowledge and skills for each course being evaluated <p>Obstacles:</p> <ul style="list-style-type: none"> • Securing planning time for staff
Objective 2: One-hundred percent of students will have access to drinking water at all times during the school day	
Action Steps	Methods for Measuring Implementation
Supplemental campus handbook information will include policy concerning access to water during the school day	<p>Data collected</p> <ul style="list-style-type: none"> • Documentation from nutrition department that water was available during meal periods as required by federal standards and that students were informed of water bottle policy <p>Resources needed:</p> <ul style="list-style-type: none"> • Easily accessible water fountains • Guidance signs on where water bottles are not permitted <p>Obstacles:</p> <ul style="list-style-type: none"> • For students who do not have water containers, teachers will need to develop procedures regarding when a student would be permitted to get water from a fountain

<p>GOAL: The District shall provide professional development so that teachers and other staff responsible for the nutrition education program are adequately prepared to effectively deliver the program.</p>	
<p>Objective 1: Curriculum director will set goals for training physical education and health teachers with nutrition guidelines.</p>	
Action Steps	Methods for Measuring Implementation
<p>Child Nutrition Director provide training concerning nutritional information related to menu choices for students</p> <p>Sanctioned time created for collaboration among physical education and health teachers to revise and develop curriculum concerning nutrition education</p>	<p>Data collected:</p> <ul style="list-style-type: none"> • Documentation on training offered by Child Nutrition Director for appropriate staff • Documentation of sanctioned planning for staff to develop curriculum/lesson concerning nutrition education <p>Resources needed:</p> <ul style="list-style-type: none"> • Sanctioned time and access to internet <p>Obstacles:</p> <ul style="list-style-type: none"> • Time constraints on available PD training due to other PD requirements
<p>Objective 2: All child nutrition job descriptions will be updated to require at least the minimum qualifications as required by law.</p>	
Action Steps	Methods for Measuring Implementation
<p>On an annual basis request HR to review and update current job descriptions for child nutrition positions.</p>	<p>Data collected:</p> <ul style="list-style-type: none"> • Documentation on current and revised job descriptions <p>Resources needed:</p> <ul style="list-style-type: none"> • The current minimum qualifications of child nutrition <p>Obstacles:</p> <ul style="list-style-type: none"> • None

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 grades by providing moderate or vigorous daily physical activity for at least 30 minutes throughout the school year.

If the district determines, for any grade level that 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.

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 goals for physical activity.

GOAL: The District shall make appropriate before-school and after-school physical activity programs available and shall encourage students to participate including those who are not participating in physical education or competitive sports.

Objective 1: Provide programs that foster fitness activities outside the normal school schedule.

Action Steps	Methods for Measuring Implementation
Site-based campus committees evaluate fitness offerings to students and staff and establish reasonable and appropriate goals.	Data collection: <ul style="list-style-type: none"> • Campus documentation on fitness options provided Resources needed: <ul style="list-style-type: none"> • Personnel to promote and monitor available activities • Equipment for participation Obstacles: <ul style="list-style-type: none"> • Funding and equipment

Objective 2: Provide programs that support physical activity in family events.	
Action Steps	Methods for Measuring Implementation
Campus site-based committees establish goals to provide appropriate physical fitness activities that allow parents to support, role model, and/or participate in family events	<p>Data collected:</p> <ul style="list-style-type: none"> Campus documentation on available activities <p>Resources needed:</p> <ul style="list-style-type: none"> Staff for planning and communicating opportunities Equipment, other <p>Obstacles:</p> <ul style="list-style-type: none"> Personnel, funding

GOAL: 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.	
Objective 1: The District will offer a free or low-cost shot clinics to staff and students.	
Action Steps	Methods for Measuring Implementation
<p>Lead Nurse seek out providers for this service on behalf of the District</p> <p>Contract with the entity to provide the service</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> Data on number of clinics offered and participants <p>Resources needed:</p> <ul style="list-style-type: none"> District publications and correspondence to advertise the service Service provider for immunizations <p>Obstacles:</p> <ul style="list-style-type: none"> Participation rates may be effected by location(s) service is provided in the district

Objective 2: The District will offer employee wellness programs which encourages participation in programs that includes healthy lifestyles through proper nutrition, exercise and use of accountability partners.	
Action Steps	Methods for Measuring Implementation
Business office contact seek services provider for providing appropriate programs	<p>Data collection:</p> <ul style="list-style-type: none"> Documentation on number of programs offered to staff Documentation on number of participants <p>Resources needed:</p> <ul style="list-style-type: none"> Service provider <p>Obstacles:</p> <ul style="list-style-type: none"> Some support staff that do not have daily access to computers often do not check their email to receive communications on programs

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 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 one District or Campus publication, by posting information on the District or campus website, or through use of appropriate signs.	
Action Steps	Methods for Measuring Implementation
<p>Create sample wording to be used in a publication or on a website. Create wording for a sign that could be posted at certain facilities.</p> <p>Evaluate appropriate lighting for evening use of facilities.</p>	<p>Data collected:</p> <ul style="list-style-type: none"> Documentation of publications, website postings, and signs verifying that the information was communicated <p>Resources needed:</p> <ul style="list-style-type: none"> A list of types and locations of facilities that are available for use in the District <p>Obstacles:</p> <ul style="list-style-type: none"> Measuring how many people use the facilities

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.

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

Objective 1: All campuses will build their master schedules to allow for at least ten minutes to eat breakfast and 20 minutes to eat lunch, from the time a student receives his or her meal and is seated.

Action Steps	Methods for Measuring Implementation
<p>Evaluate current meal time allowances by campus.</p> <p>Work with campus administrators to adjust master schedules as necessary.</p>	<p>Data collected:</p> <ul style="list-style-type: none"> • The number of campuses that currently meet the standard compared to the previous school year. <p>Resources needed:</p> <ul style="list-style-type: none"> • Average time it takes for students to receive a meal and be seated <p>Obstacles:</p> <ul style="list-style-type: none"> • Master schedules take into account several issues, only one of which will be meal times