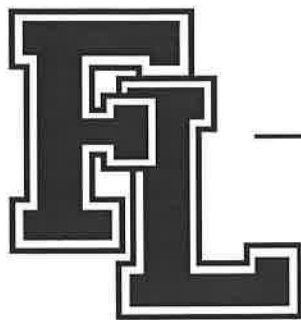




FOREST LAKE AREA SCHOOLS

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Superintendent.....Dr. Linda M. Madsen
Administration & Human Resources Donna M. Friedmann
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Teaching & Learning.....Diane E. Giorgi

May 12, 2017

TO: Eduardo Bautista
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Sara de Sobrino
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Kelly Lessman
Heidi Link
Kathy McMorrow
Jill Olson
Jeff Peterson
Lily Pope
Kathryn Ungerecht

FROM: Donna M. Friedmann 
Director of Administration & Human Resources

SUBJ: POLICY COMMITTEE MEETING

The next meeting of the Policy Committee will be held promptly @ 7:00 pm on Thursday, May 18, 2017, in the boardroom at the district office. The agenda for this meeting is enclosed. Please contact me at (651) 982-8123 if you are unable to attend this meeting.

DMF/kk

Inspire the learner; ignite the potential!

Forest Lake Area Schools • Independent School District 831 • Equal Opportunity Employer

INDEPENDENT SCHOOL DISTRICT NO. 831
Forest Lake, Minnesota 55025

***Policy Committee Meeting
May 18, 2017 – 7:00 p.m. – District Office Boardroom***

AGENDA

- | |
|------------------------|
| 1. Wellness Policy 546 |
|------------------------|
2. Consideration of Other Policies to be Scheduled for Review
 3. Other Matters
 4. Annual/Requested Policy Reviews
 - Family & Medical Leave Policy 428 (September 2017)
 - Mandated Reporting of Maltreatment of Vulnerable Adults Policy 414 (September 2017)
 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy 522 (September 2017)
 - Student Sex Nondiscrimination Policy 421 (October 2017)
 - Technology Acceptable Use and Safety Policy 540 (November 2017)
 - School Board Member Reimbursement Guidelines Policy 103A (November 2017)
 - Out-of-State Travel by School Board Members Policy 103B (November 2017)
 - Bullying Prohibition Policy 541 (January 2018)
 - Crisis Management Policy 538 (February 2018)
 - Harassment and Violence Policy 425 (February 2018)
 - Discipline Policy 515 (March 2018)
 - Student Transportation Safety Policy 531 (April 2018)
 - Wellness Policy 546 (May 2018)
 5. Future Policy Review
 - Naming of School Buildings or Portions Thereof Such as Naming a Gymnasium
 - Random Drug Testing
 6. Policies at School Board for Action on 5/4/17:
 - Special Education Records and Records Retention Policy 505A – Pending MN Historical Society Review
 - Discipline Policy 515
 - Student Transportation Safety Policy 531

I. PURPOSE

The purpose of this policy is to develop healthy learners by assuring an environment that promotes and protects students' health, well-being, and ability to learn by supporting healthy eating and physical activity.

II. GENERAL STATEMENT OF POLICY

- A. The Forest Lake Area School District recognizes that parents and guardians have a primary and fundamental role in promoting and protecting their children's health and well-being. The District and the schools will support parents' and guardians' efforts to provide a healthy diet and daily physical activity for their children.
- B. The Forest Lake Area School District recognizes that nutrition education and physical education are essential components of the educational process and that good health fosters student attendance and education.
- C. The school environment will promote and protect students' health, well-being and ability to learn by providing opportunities for healthy eating and physical activity.
- D. The school district will involve students, parents, teachers, food service staff, community partners and industry experts in implementing, monitoring and reviewing our district Wellness Policy and Guidelines as opportunities arise.
- E. All students will have opportunities, support and encouragement to be physically active on a regular basis.
- F. All students will have access to a variety of affordable, nutritious and appealing foods that meet their health and nutrition needs.
- G. The religious, ethnic and cultural diversity and food allergies of the student body will be reasonably respected in meal planning, nutrition education and physical activity. School sites will provide clean, safe and pleasant settings with adequate time for students to eat.
- H. All schools in the district will fully participate in the national school meal program to the maximum extent possible.
- I. The school district will provide healthy and safe school meal programs that comply with all federal, state and local statutes and regulations.

III. ACCOUNTABILITY

The Superintendent shall execute administrative procedures that ensure the implementation of and compliance with the district Wellness Policy and Guidelines. An annual report shall be made to the School Board to ensure district-wide compliance with the policy and guidelines.

IV. COMMUNICATIONS

The school district will develop and implement a communications plan which includes staff and student training and communication to families to ensure understanding of the rationale for the wellness policy and needs and actions of the wellness policy.

GUIDELINES - WELLNESS POLICY IMPLEMENTATION

A. FOODS AND BEVERAGES IN SCHOOLS

1. School Meals

- a. The Food Service Supervisor will be responsible for the school district's food service program, whose duties shall include creating procedures that follow nutrition guidelines for the selection of foods and beverages choices that are consistent with current USDA Dietary Guidelines for Americans.
- b. Meals served through the National School Lunch and Breakfast Program will meet current USDA nutrition requirements:
 - Offer a variety of fruits and vegetables, with an emphasis on including a variety from the blue/purple, green, white, yellow/orange, and red fruit and vegetable groups on the monthly menu.
 - Serve only low fat (1%) and fat free milk (except when whole or 2% is recommended for students with special nutritional needs; offer lactose reduced milk when requested by a parent/guardian).
 - All grains served are whole grain rich.
 - Strive to replace higher fat main entrée items with lower fat items as appropriate.
 - Menu items will not contain trans fats except for those that are naturally occurring.
 - Reduce sodium levels in school breakfast and lunch meals to meet USDA regulations.
 - Be served in portion sizes that meet National School Lunch and Breakfast Program requirements.

2. Food Safety and Personnel

- a. All foods sold or served to students by Forest Lake Food Service will be prepared in health inspected facilities under the guidance of food safety certified staff.
- b. The school district will provide students access to hand washing or hand sanitizing facilities and will encourage students to use them before they eat meals or snacks.
- c. Food service personnel shall adhere to all federal, state and local food safety and security guidelines.

The school district will provide orientation training and continuing professional development for all food service personnel.

3. Scheduling of Meals

- a. School sites will provide sufficient time for all students to eat in the school cafeteria and will schedule meal periods at appropriate times during the school day. Schools will move toward:

The school district will provide students with sufficient time to eat and will schedule meal periods at appropriate times during the school day. Times to eat may be approximately 10 minutes for breakfast and 20 minutes for lunch, but the available times may be different.

Arranging for accommodations for students who need more time to finish their lunch.

- Offering safe, clean and pleasant dining areas which have enough space for seating all students scheduled for that meal period; and
Not scheduling meetings or activities during mealtimes unless students may eat during these activities.

The school district and individual school sites will, to the extent possible, utilize methods to serve school breakfast that encourages participation.

4. Food and Behavior

The school district will discourage the use of foods or beverages, especially those that are of minimal nutritional value, as rewards for individual academic performance or good behavior and will not withhold food or beverages (including food served through school meals) as a consequence of behavior.

5. Fundraising

- a. Fundraising efforts will be supportive of healthy eating by emphasizing the sale of non-food items. Where food items are sold for fundraising, the school district will encourage the selection for sale of food items with sound nutritional value.
- b. A district wellness committee will disseminate a list of healthy fundraising options to schools and student organizations and will serve as a resource.
- c. The district will make external organizations (e.g. parent-teacher organizations, booster clubs, etc.) using school property aware of the policy regarding fundraising with food and beverage items and will encourage them to adopt the same policy. A district wellness committee will supply a list of healthier food choices and other choices for fundraising and will offer to help source certain items as is feasible.
- d. All food and beverage items sold as part of fundraising activities during the school day must meet the nutrition standards established by the United States Department of Agriculture.

6. Celebrations

Classroom celebrations will encourage healthy choices and positive contributions to health and encouragement of physical activity. The School Health Council will disseminate a list of healthy party ideas to parents and teachers and will serve as a resource.

7. Snacks

- a. Snacks served during the school day or in after-school care or enrichment programs should make a positive contribution to children's diets and health.

- b. Schools will assess if and when to allow snacks based on the timing of school meals, children's nutritional needs, children's ages, and other considerations.
 - c. A District wellness committee will disseminate a list of healthy snack items to teachers, after-school program personnel and parents.
8. Beverages

The school district will assure that all drinking fountains are sanitary and in working order and that students will have access to drinking fountains during the school day.

B. NUTRITION EDUCATION

Schools will provide nutrition education as a part of a holistic, sequential, age appropriate, comprehensive program designed to provide students and their families with the knowledge and skills necessary to promote and protect their health for a lifetime. Development and adoption of Nutrition Education curricula will follow district policies and the accompanying regulations regarding new curricula. Nutrition Education at Forest Lake Area Schools will:

1. Identify and deliver a sequential, interdisciplinary health education program that will be included as part of a K-12 comprehensive curriculum delivered by a licensed elementary teacher (K-6) or Health Educator (7-12);
2. Be offered as a consistent program that is integrated throughout the school career of all students;
3. Include opportunities to utilize the school cafeteria and staff as resources to develop appropriate real life experiences such as taste tests;
4. Be culturally relevant and teach students about cross-cultural nutrition;
5. Link with school meal programs, other school foods and nutrition-related community services;
6. Provide and promote nutrition education to families and the broader community in cooperation with such agencies as WIC, Community Health Clinics, ECFE, Adult Education and other community organizations;
7. Be reviewed district-wide through the curriculum review cycle;

8. Promote a healthy lifestyle and wellness programs using district communication resources;
9. Provide staff in-service opportunities on nutrition education and general wellness topics as appropriate.

C. Physical Activity

1. Students and staff should be encouraged to participate in daily physical education and/or activities during and after school hours and fully embrace regular physical activity as a personal behavior. Toward that end, health education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities such as watching television.
2. All elementary school students will have daily supervised recess, before lunch when schedules allow, and outdoors, during which schools will encourage moderate to vigorous physical activity verbally and through provision of space and equipment.

3. Integrating Physical Activity in the Classroom Setting

For students to receive the recommended amount of physical activity throughout the day, and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- a. Classroom health education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities such as television, computer or video screen time.
 - b. Opportunities for physical activity will be incorporated into other subject lessons (such as science, math and social studies) where appropriate.
 - c. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.
4. Out-of-School Time Physical Activity Opportunities
- a. The school district will provide every student with opportunities to voluntarily participate in extra-curricular physical activities that meet his or her needs, interests and abilities.
 - b. The school district will offer physical activity programs that feature a broad range of competitive and cooperative activities.

- c. The high school will offer interscholastic athletic programs that shall adhere to the rules and regulations of the Minnesota State High School League.
- d. The school district will work with recreation agencies and other community organizations to coordinate and enhance opportunities available to students and staff for physical activity during their out-of-school time.
- e. Out-of-school time childcare and programs will provide and encourage – verbally and through the provision of space, equipment and activities – daily periods of moderate to vigorous physical activity for all participants.
- f. Subject to the Facility Use Policy, school facilities will be available to students, staff and community members before and after the school day, on weekends and during school vacations for physical activity and nutrition programs through Community Education where appropriate.

5. Physical Activity and Punishment

The school district will discourage the practice of withholding opportunities for physical activity, including, but not limited to recess, as a consequence for misbehavior.

D. Staff Wellness

School staff members serve as role models for students and are the key to successful implementation of student wellness programs. Therefore, the district and schools should offer staff wellness programs as well as general wellness resources and opportunities. This may include workshops and presentations on health promotion, stress management, education and resources that will enhance morale, encourage healthy lifestyles, prevent injury, reduce chronic diseases, and foster exceptional role modeling.

E. Communication with Families and the Community

- 1. The school district recognizes that parents and guardians have a primary and fundamental role in promoting and protecting their children's health and well-being.
- 2. The school district will support parents' efforts to provide a healthy diet and daily physical activity for their children.
- 3. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.
- 4. The school district will provide information to families, community-based organizations and the general public about ways to promote healthy lifestyles.
- 5. The school district will provide school breakfast and lunch menus and nutritional information to parents and students. Such information may be

available on menus, a website, on cafeteria menu boards, placards, or other point-of-purchase materials.

6. The school district will provide information about physical education and other school-based physical activity opportunities and will support parents' efforts to provide their children with opportunities to be physically active out of school. Such supports may include sharing information about physical activity and physical education through a website, newsletter, other take-home materials or special events.

F. Implementation and Monitoring

1. The Superintendent shall execute administrative procedures that ensure the implementation of and compliance with the wellness policy. These procedures shall include adoption of the current guidelines, the designation of district-level and site-based staff responsible for policy implementation and an implementation work plan.
2. Members of a district wellness committee will work with designated administrative staff to plan, implement, and improve the school district's nutrition and physical activity environment.
3. School food service staff at the school level will ensure compliance within the school's food service areas and will report to the Food Service Supervisor as appropriate.
4. The Food Service Supervisor will provide an annual report to the Superintendent setting forth the nutrition guidelines and procedures for selection of all foods made available in school food service operations.
5. An annual report will be made to the School Board to ensure district-wide compliance with the policy.
6. In the implementation of this policy a student's Individual Education Program, Behavior Intervention Plan or 504 Individual Accommodation Plan or Health Plan will take precedent over the measures listed above.
7. A district-wide assessment will be implemented to assess the nutrition and physical activity needs of students. Assessments will be repeated every three years to help review policy compliance, assess programs, and determine areas in need of improvement.
8. An implementation work plan will be created with timeline and evaluation indicators.
9. The school district will develop and implement a communications plan which includes staff training to ensure understanding of the rationale for the wellness policy and the implementation plan.
10. This policy will be reviewed on an annual basis.

Legal References: Minn. Stat. § 121A.215 (Local School District Wellness Policy)
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
42 U.S.C. § 1758b (Local School Wellness Policy)
42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
7 C.F.R. § 210.10 (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)

Local Resources: Minnesota Department of Education, www.education.state.mn.us
Minnesota Department of Health, www.health.state.mn.us
County Health Departments
Action for Healthy Kids Minnesota, www.actionforhealthykids.org
United States Department of Agriculture, www.fns.usda.gov

APPROVED: 06/01/06

REVISED: 06/12/08

05/07/09

08/02/12

12/05/13

12/04/14

12/03/15

12/01/16