

# GLENCOE PUBLIC SCHOOL

## School District Wellness Policy

### Purpose

The Glencoe Public School School District (the District) recognizes the important role that schools play in the development of children's lifelong health habits, their ability to learn, and their overall well-being. Schools can improve the health of students not only by educating them about the importance of healthy behaviors, but also by implementing policies that promote those behaviors.

Therefore, the District establishes the following policy to promote the health and wellness of students and staff and to ensure its schools comply with those standards established by federal and state law. Specifically, this policy requires all schools in the District to:

- Allow parents, students, representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, review, and update of the school wellness policy.
- Establish nutrition guidelines that meet or exceed the United States Department of Agriculture's (USDA) school meal requirements and the nutrition standards for competitive foods and beverages.
- Create goals for nutrition promotion and education, physical activity and physical education, and other activities that promote student as well as staff health.
- Adopt a plan to ensure the policy is properly implemented, regularly assessed, and periodically updated.

### Definitions

- **School campus**
  - All areas of the property under the jurisdiction of the school that are accessible to students during the school day.
- **School day**
  - The period of time from the midnight before to 30 minutes after the end of the instructional day.
- **Competitive foods and beverages**
  - Foods and beverages that are sold on campus outside of the federal reimbursable school meals program during the school day (e.g., in vending machines or school stores).
- **Smart Snacks standards**
  - Nutrition standards, issued by the USDA, that set limits on the amount of calories, salt, sugar, and fat in competitive foods and beverages.

## NUTRITION

### School Meal Requirements

The District will make nutritious foods available on campus during the school day to promote student and staff

health. At a minimum, the District Child Nutrition Program will serve reimbursable meals that meet the United States Department of Agriculture's (USDA) requirements and follow the Dietary Guidelines for Americans (DGA).

Specifically, the District will ensure that all meals are the following:

- Accessible, appealing, and attractive to all children
- Served in a clean, pleasant, and supervised setting
- High in fiber, free of added trans fats, and low in added fats, sugar, and sodium
- Respectful of cultural diversity (e.g., students will be encouraged to suggest local, cultural, and favorite ethnic foods) and religious preferences
- Reviewed by a registered dietitian or based on a meal plan provided by the State Department of Education

The District will also ensure that schools do the following:

- Encourage students to start the day with a healthy breakfast.
- Provide breakfast through the USDA School Breakfast Program.

**Water:** Schools will make clean drinking water available and accessible without restriction and at no charge at every district facility (including cafeterias and eating areas, classrooms, hallways, playgrounds, and faculty lounges) before, during, and after school. Schools will also ensure the following:

- Students will be provided drinking cups in the cafeteria when requested.
- Students will be allowed to bring drinking water from home and take water into the classroom, provided that the water is in a capped container, such as a bottle, to prevent spills.
- All water sources and containers will be maintained on a regular basis to ensure good hygiene standards (including drinking fountains, water jugs, hydration stations, and other methods for delivering drinking water).

**Information and Promotion:** As required under the National School Lunch Program (7 CFR 210.12), the District will promote activities to involve students and parents in the School Lunch Program. In addition, the District will do the following:

- Inform families about the availability of breakfasts for students.
- Distribute materials to inform families of the availability and location of free Summer Food Service Program meals for students when school is not in session.
- Post menus in the cafeteria, on the District website and/or websites of individual schools, and/or in school newsletters.
- Send applications for reimbursable meal programs to families at the beginning of the school year and make applications available on the District website.

**Adequate Time to Eat:** The District will allow students at least 10 minutes to eat breakfast and 20 minutes to eat lunch from the time they are seated to give all students (K-12) adequate time to be served and eat their lunches.

## Competitive Foods and Beverages

All competitive foods and beverages sold to students during the school day must meet or exceed the *USDA's Smart Snacks standards*.<sup>1</sup>

## Other Foods Provided at School

Other foods and beverages provided (not sold) on campus (e.g., for classroom parties, celebrations, and afterschool-programming) must meet the USDA's Smart Snacks standards. The District, however, may allow exemptions for up to 16 celebrations during the school year, during which the foods and beverages served are not required to meet the Smart Snack standards.

The District will provide parents and teachers with a list of ideas for healthy food as well as non-food alternatives for classroom parties (e.g., the USDA's resources on "Healthy Celebrations") and after-school programming (including celebrations).

## Fundraising

**Fundraising on Campus During the School Day:** Only fundraisers that feature non-food items or foods and beverages that meet the Smart Snacks standards will be permitted. The District, however may allow exemptions for up to 30 fundraisers during the school year, during which the foods and beverages sold are not required to meet the Smart Snack standards. Importantly, these exempted fundraisers cannot be held during normal meal service times.

The following will also occur:

- Fundraising activities will not promote any particular food brands (e.g., fundraisers by fast food chains).
- The District will encourage fundraisers that do not sell food and/or that promote physical activity.
- Each Fundraiser will not operate more than 14 school days.
- The Contact person for Fundraisers is the District Superintendent.

## Nutrition Education

Schools will offer—and integrate into the core curriculum—nutrition education to all grades (K-12), providing students the knowledge and skills necessary for lifelong healthy eating behaviors, including the following:

- What it means to eat healthfully, consume the proper nutrients, and maintain a wholesome and balanced diet.
- How to read labels and understand the problems associated with unhealthy food marketing to children.

In addition, schools will ensure that nutrition education:

- Complies with state learning objectives and standards.
- Provides opportunities for students to practice and apply the skills and knowledge taught in the classroom (e.g., by using the cafeteria as a learning lab, visiting local farms, etc.).
- Is made available for staff.

- Is promoted to families and the community.

## Rewards and Punishment

Food, beverages, and candy will not be used to reward or punish academic performance or student behavior.

## Nutrition and Healthy Food Promotion

The District will promote healthy food and beverage choices and appropriate portion sizes by doing the following:

- Exhibiting posters, signs, or other displays on the school campus that promote healthy nutrition choices.
- Providing age-appropriate activities, such as contests, food demonstrations, and taste-testing that promote healthy eating habits.
- Offering information to families (via communications with parents, educational workshops, screening services, and health-related exhibitions and fairs) and encouraging them to teach their children about nutrition and healthy eating behaviors.
- Encouraging school staff to display healthy eating habits and physical activity choices to students (e.g., by eating with students during meal times, consuming only healthy snacks, meals, and beverages in front of students, sharing positive experiences with physical activity with students, etc.).

## Food and Beverage Marketing

Only foods and beverages that meet the USDA's Smart Snacks standards may be marketed in schools. The marketing of any brand, without reference to a specific product, is prohibited unless every food and beverage product manufactured, sold, or distributed under the corporate brand name meets the Smart Snacks standards.

Marketing includes the following:

- Advertising on any property or facility owned or leased by the school district or school and used at any time for school-related activities (including school buildings, athletic fields, parking lots, school buses, vending machines, scoreboards, uniforms, educational materials, and supplies).
- Coupons, discounts, and corporate incentive programs that reward students (e.g., when they reach certain academic goals) with free or discounted items. Such rewards may not include foods or beverages that fail to satisfy the USDA's Smart Snacks standards.
- Corporate-sponsored programs that provide funds to schools in exchange for consumer purchases of certain items. Programs involving purchase of foods and beverages that do not meet the USDA's Smart Snacks standards are not permitted.

If the non-compliant advertising is a permanent feature of a permanent fixture (e.g., a scoreboard), such advertising can remain until the permanent fixture is removed or replaced.

## Staff Qualifications and Training

The District will follow the USDA's Professional Standards for State and Local Nutrition Programs in selecting local school nutrition program directors. Also, the District will require all personnel in the school nutrition

programs to complete annual continuing education and training.

In addition, Child Nutrition Staff will do the following:

- Receive training in basic nutrition, nutrition education, safe food preparation, and nutrition standards for healthy meals and snacks.
- Organize and participate in educational activities that support healthy eating behaviors and food safety.

## Farm-to-School Programs and School Gardens

The District will allow school gardens on District property.

The following will also occur:

- The District will dedicate resources (e.g., tools, materials, volunteer hours, etc.) to build a school garden on District property and/or actively participate in community gardens by dedicating the same resources as would be required for gardens on District property.
- The District will incorporate local and/or regional products into the school meal program.
- Schools will take field trips to local farms.
- As part of their education, students will learn about agriculture and nutrition.

## PHYSICAL EDUCATION AND PHYSICAL ACTIVITY

### General Requirements

The District will ensure that all elementary students PK-6 will participate in a minimum of 60 minutes of physical *activity* *[each week]* whether through physical education, exercise programs, after-school athletics, fitness breaks, recess, classroom activities, or wellness and nutrition education.

### Recess and Physical Activity Breaks

**Recess:** The District will require schools to provide elementary school students (K-5) at least 20 minutes of recess each day (in addition to the PE requirements). Additionally, the District will do the following:

- Develop indoor recess guidelines to ensure students can have adequate physical activity on days when recess must be held indoors.
- Encourage schools to hold recess before lunch, in order to increase food consumption, reduce waste, and improve classroom attentiveness when students return from lunch.<sup>2</sup>

**Physical Activity Breaks:** The District will encourage schools to provide all students (K-12) short breaks (three to five minutes) throughout the day to let them stretch, move around, and break up their time spent sitting. These physical activity breaks may take place during and/or between classroom time.

### Physical Education (PE)

The District will require all schools to establish a comprehensive, standards-based PE curriculum for each grade PK-6. Schools will ensure that PE classes and equipment afford all students (7-12) an equal opportunity to participate in PE.

**Elementary school students** (K-5) will participate in at least 150 minutes of PE/Physical Activity per week throughout the entire school year.

**Middle and high school students** (6-12) will participate in at least 225 minutes of elective sports per week throughout the entire school year.

In addition, the following requirements apply to all students (K-12):

- During PE, students will be given the opportunity to participate in many types of physical activity, including both cooperative and competitive games.
- Students will engage in moderate to vigorous physical activity for more than 50 percent of the PE class time.
- Only medical waivers/exemptions from participation in physical education will be allowed
- PE classes will have a teacher/student ratio comparable to core subject classroom size.

## Teacher Qualifications, Training, and Involvement

- Teachers will receive training on how to integrate physical activity into the curriculum. Some portion of this training will be incorporated into annual professional development.
- Schools will allow teachers the opportunity to participate in or lead physical activities before, during, and after school.
- PE classes will be taught by licensed teachers who are certified or endorsed to teach PE.

## Punishment and Rewards

- Physical activity will not be used or withheld as punishment. (This does not apply to participation on sports teams that have specific academic requirements.)
- The District will provide a list of alternative ways for teachers and staff to discipline students.
- The District will strongly encourage teachers to use physical activity (e.g., extra recess) as a reward.

## Grounds, Facilities, and Equipment

The District will ensure the availability of proper equipment and facilities that meet safety standards and will conduct necessary inspections and repairs.

## Community Use of Recreational Facilities

The District will encourage school staff, students, and their families to participate in physical activity outside of the school day. Allowing staff, students, and their families to use school recreational facilities during non-school hours is one way to increase opportunities to engage in physical activity. Consistent with state law and District policies and procedures regarding use of school facilities during non-school hours, the District will work with the *local government* and community-based organizations to coordinate and enhance opportunities for staff, students, and their families to engage in physical activity using school facilities before and after the school day, during weekends, and during school vacations.

## Active Transportation

The District will do the following:

- Encourage children and their families to walk and bike to and from school.
- Work with local officials to designate safe or preferred routes to school.
- Promote National and International Walk and Bike to School Week/Day.
- Provide bike racks for students, faculty, and staff.
- Encourage parents to supervise groups of children who walk or bike together to and from school.

## OTHER ACTIVITIES THAT PROMOTE SCHOOL WELLNESS

### Wellness Committee

All Oklahoma public schools must establish a Wellness/HFSAC comprising of at least six individuals who represent different segments of the community, including teachers, parents, school counselors, health care professionals, and business community representatives.<sup>3</sup> The Wellness/HFSAC is responsible for making recommendations and providing advice to the school principal regarding health education, nutrition, and health services, and will meet at least 2 times a year.

The school principal will give consideration to the HFSAC's recommendations

### Staff Wellness

The District recognizes that employee health is essential to student health and to creating healthy school environments. Accordingly, the District will implement an employee wellness program that promotes healthy eating, physical activity, and overall health. The District may partner with community agencies and organizations (e.g., local health departments, hospitals, health insurance companies, and local chapters of national organizations, such as the American Cancer Society, American Heart Association, Red Cross, and YMCA) to assist in providing education, services, and resources for staff.

The District will do the following to support staff wellness:

#### **Nutrition**

- Provide employees with access to a refrigerator, microwave, and sink with a water faucet.

#### **Physical Activity**

- Promote walking meetings.
- Provide access to on-campus athletic facilities, such as gyms, running tracks, basketball courts, tennis courts, and swimming pools.
- Promote employee participation in physical activity by creating exercise clubs or groups and/or sponsoring employee sports teams.
- Provide information about local physical activity resources and facilities, such as walking trails, community parks, and recreation facilities.

#### **General Wellness**

- Partner with community organizations or agencies to offer voluntary health screenings annually to staff, including free or low-cost health assessments.
- Promote tobacco prevention and provide referral information on cessation services through the Oklahoma Tobacco Helpline.

- Ensure access to a private space (other than a restroom) that has an electrical outlet, and provide flexible paid or unpaid break times to allow mothers to express breast milk and/or breastfeed.
- Partner with community organizations or agencies to offer immunization clinics (e.g., flu, Tdap, etc.) to staff.
- Provide or partner with community organizations or agencies to offer free or low-cost first aid and CPR training.

## Professional Development

The District will provide staff with educational resources and annual training in health and health-related topics.

## Health Education

Where applicable, schools' health education curriculums will follow the *Oklahoma Academic Standards*.

<http://sde.ok.gov/sde/sites/ok.gov.sde/files/documents/files/Health%20Standards%20-%20for%20Legislature.pdf>

## Coordinated School Health

The District will incorporate the Whole School, Whole Community, Whole Child (WSCC) model as a framework for improving students learning and health in school. This model combines and builds on elements of the traditional Coordinated School Health approach from the Centers for Disease Control and Prevention and the Whole Child framework by the ASCD. <http://www.ascd.org/programs/learning-and-health/wsc-model.aspx>

# IMPLEMENTATION, MONITORING, AND EVALUATION

## Leadership

The District will designate one or more official(s) to facilitate the development of the local school wellness policy, oversee appropriate updates to the policy, and ensure each school's compliance with the policy. The District will ensure that the designated official(s) fully understand(s) the federal and state laws related to wellness policies.

Include the name(s), position(s), and contact information of the designated official(s) here:

Name	Position	Contact Information (Email address is sufficient)
Cheryl Jeffrey	Child Nutrition Manager	cjeffrey@glencoe.k12.ok.us
James Reeves	Superintendent	jlazenby@glencoe.k12.ok.us
Jennifer Speer	Counselor	jspeer@glencoe.k12.ok.us
Tammy Lane	Elementary Principal	tlane@glencoe.k12.ok.us
Chad Speer	High School Principal	cspeer@glencoe.k12.ok.us



## Community Involvement

The District will permit parents, students, representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to serve on the local school wellness policy committee and participate in the development, implementation, review, and update of the local school wellness policy. To encourage broad public participation in the process, the District will do the following:

- Actively notify parents and the broader community about the content and implementation of as well as any changes to the wellness policy, whether through electronic communications (e.g., email, District website, etc.), non-electronic means (e.g., mailings, presentations, etc.), or both.
- Ensure that all outreach and communication is culturally appropriate and translated as needed.
- Educate community stakeholders on how they can participate in the development, implementation, review, and update of the wellness policy and let them know why their participation is important to the health and wellness of students and the broader community.

## Assessments, Revisions, and Policy Updates

At least once every three years, the District will measure the extent to which schools are in compliance with the local wellness policy, as well as progress made in attaining the policy's goals. Additionally:

- Parents, students, physical education teachers, school health professionals, the school board, school administrators, and the general public will be allowed to participate in the development, implementation, and periodic review and update of the local wellness policy.
- The District will assess how its policy compares with the latest national recommendations on school health, and will update the policy accordingly.
- The District will inform and update the public about the content and implementation of the local wellness policy (via the District's website, handouts, newsletters sent directly to families' homes, etc.).

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<sup>1</sup> 7 CFR 2010.11.

<sup>2</sup> Ramstetter CL, Murray R, and Garner AS. "The Crucial Role of Recess in Schools." *Journal of School Health*, 80(11): 517-526, 2010. Available at: [www.ohioactionforhealthykids.org/wp-content/documents/CrucialRoleOfRecess.pdf](http://www.ohioactionforhealthykids.org/wp-content/documents/CrucialRoleOfRecess.pdf).

<sup>3</sup> 70 OSA 24-100a.