



Lubbock-Cooper ISD  
Wellness  
Administrative Procedures  
2021-2022

**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; 7 C.F.R. Part 210]

**STRATEGIES TO SOLICIT INVOLVEMENT**

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, 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:

1. *District Website Invite*
2. *Email reminders of meeting time and location*

**IMPLEMENTATION**

Each campus principal is responsible for the implementation of FFA(LOCAL) and this wellness plan at his or her campus, including the submission of necessary information to the SHAC for evaluation.

The Director of Health Services 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.

**EVALUATION**

At least every three years, as required by law, the District will measure and make available to the public the results of an assessment of the implementation of the District’s wellness policy, the extent to which each campus is compliant with the wellness policy, a description of the progress made in attaining the goals of the wellness policy, and the extent to which the wellness policy compares with any state- or federally designated model wellness policies. This will be referred to as the “triennial assessment.”

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

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

- Smarter Lunchrooms' website  
<https://healthymeals.nal.usda.gov/healthierus-school-challenge-resources/smarter-lunchrooms>
- *Smarter Lunchroom Score Card*  
[http://smarterlunchrooms.org/sites/default/files/scorecard\\_7-1-16.pdf](http://smarterlunchrooms.org/sites/default/files/scorecard_7-1-16.pdf)

### **PUBLIC NOTIFICATION**

To comply with the legal requirement to annually inform and update the public about the content and implementation of the local wellness policy, the District will create a wellness page on its website to document information and activity related to the school wellness policy, including:

1. A copy of the wellness policy [see FFA(LOCAL)];
1. A copy of this wellness plan, with dated revisions;
2. Notice of any Board revisions to policy FFA(LOCAL);
3. The name, position, and contact information of the District official responsible for the oversight of the wellness policy and implementation of this plan;
4. Notice of any SHAC meeting at which the wellness policy or corresponding documents are scheduled to be discussed;
5. The SHAC's triennial assessment; 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 Coordinator of Health Services, 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 and beverages sold to students during the school day on each campus that promote student health and reduce childhood obesity.

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

**FOODS AND BEVERAGES SOLD**

The District will comply with federal requirements for reimbursable meals. For other foods and beverages sold to students during the school day, the District will comply with the federal requirements for competitive foods. Competitive foods and beverages are not part of the regular meal programs and occur through sales such as a la carte options or vending machines. For purposes of this plan, these requirements will be referred to as "Smart Snacks" standards 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> (see the Complete *Administrator Reference Manual* [ARM], Section 20, Competitive Foods)

**EXCEPTION—FUNDRAISERS**

State rules adopted by the Texas Department of Agriculture (TDA) allow an exemption to the Smart Snacks requirements for up to six days per year per campus when a food or beverage is sold as part of a District fundraiser. [See CO(LEGAL)]

The District will allow the following exempted fundraisers for the **2016 -2017** school year:

<b>Campus or Organization</b>	<b>Food / Beverage</b>	<b>Number of Days</b>
West Elementary	Food & Beverage	6
North Elementary	Food & Beverage	6
South Elementary	Food & Beverage	6
Central Elementary	Food & Beverage	6
Middle School	Food & Beverage	6
Laura Bush Middle School	Food & Beverage	6
High School	Food & Beverage	6
New Hope Academy	Food & Beverage	6

**FOODS AND BEVERAGES PROVIDED**

There are no federal or state restrictions for foods or beverages provided, but not sold, to students during the school day. However, each school district must set its own standards. The District will comply with state law, which allows a parent or grandparent to provide a food product of his 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)]

**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.

## Wellness and Health Services

**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.

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

The SHAC will monitor this by:

*1. Annual report from Southwest Foodservice Excellence Administration*

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

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

<b>GOAL:</b> The District's food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings.
<b>Action 1:</b>
<b>Nutritional Signs will be posted in the Cafeteria.</b>
<b>Action 2:</b>
<b>Implement Roving Chef: Campus Principals select students from each campus to assist the school Chef for the day.</b>

<b>GOAL:</b> 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.
<b>Action 1:</b>
<b>Information promoting healthy nutrition choices will be posted on the LCISD website.</b>
<b>Action 2:</b>

**The food service staff, teachers, and other school personnel will coordinate the promotion of nutrition messages in the cafeteria, the classroom, and other appropriate settings and school events.**

### **NUTRITION EDUCATION**

Federal law requires that the District establish goals for nutrition education in its wellness policy. State law also requires that the District implement a coordinated health program with a nutrition services and health education component at the elementary and middle school levels. [See EHAA]

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

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

**Action 1:**

**Each Elementary Campus will partner with an organization to provide educational material and information to be disseminated to teachers, students, and parents focused on the maintenance of healthy eating behaviors. Examples: AHA, ADA, FUTP60**

**Action 2:**

**Secondary students will be exposed to a curriculum that encourages and fosters healthy eating behaviors through their science and health classes.**

**GOAL:** The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.

**Action 1:**

**Staff responsible for nutrition education will be adequately prepared and will participate in professional development activities to effectively deliver the program as planned.**

**Action 2:**

**Campuses will be encouraged to utilize and incorporate the CATCH curriculum in appropriate classes. Curriculum is designed to encourage physical activity and proper nutrition.**

## **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 following addresses how the District meets the required amount of physical activity:

- *Elementary Campuses will have at minimum 135 minutes of physical activity per week*
- *Middle School Campuses will have at minimum of 225 minutes of physical education course*
- *High School will have a minimum of 1.0 physical education course credit*

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

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

<p><b>GOAL:</b> The District shall provide an environment that fosters safe, enjoyable, and developmentally appropriate fitness activities for all students, including those who are not participating in physical education classes or competitive sports.</p>
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<p><b>Action 1:</b></p>
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<p><b>All student schedules will account for and reflect the minimum required amount of physical activity for all grade levels.</b></p>
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<p><b>Action 2:</b></p>
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<p><b>All students will have opportunities and access to gyms, weight rooms, and other sporting facilities through their assigned courses.</b></p>
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<p><b>GOAL:</b> The District shall make appropriate training and other activities available to District employees in order to promote enjoyable, lifelong physical activity for District employees and students.</p>
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<p><b>Action 1:</b></p>
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<p><b>Elementary and Secondary students will have an opportunity to participate in programs that encourage and support health eating behavior. (Example: Fitnessgram, Jump Rope for Heart, and various Fun Runs)</b></p>
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## Wellness and Health Services

<b>Action 2:</b>
<b>The Director of Health Services will include healthy tips and other various health and wellness advice on the website.</b>

<b>GOAL:</b> The District shall encourage parents to support their children's participation, to be active role models, and to include physical activity in family events.
<b>Action 1:</b>
<b>Wellness for students and their families will be promoted at suitable school activities.</b>
<b>Action 2:</b>
<b>The District will encourage campuses to host and participate in various programs designed to incorporate physical activity in fun and engaging events.</b>

**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.

<b>GOAL:</b> The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable. <b><i>Two studies regarding recommended seat time for children to eat meals are available at:</i></b> <a href="http://docs.schoolnutrition.org/newsroom/jcnm/04fall/bergman/bergman2.asp">http://docs.schoolnutrition.org/newsroom/jcnm/04fall/bergman/bergman2.asp</a> <a href="http://www.andjrnl.org/article/S2212-2672(15)01248-4/fulltext">http://www.andjrnl.org/article/S2212-2672(15)01248-4/fulltext</a> .
<b>Action 1:</b>
<b>Bell schedules on each campus will allow for a minimum of 30 minutes for lunch each day.</b>
<b>Action 2:</b>

## Wellness and Health Services

**LCISD will maintain a daily cleaning schedule to ensure cafeterias are clean, safe, and comfortable.**

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

**Action 1:**

**LCISD in collaboration with SFE will host a Farmer's Market that will expose students to many diverse fruits and vegetables that they may not have seen before.**

**Action 2:**

**Students and Parents will receive interactive nutrition education information, tools, and tips that promote healthy living for the whole family at suitable school activities.**

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

**Action 1:**

**All staff will be briefed on the various programs that are offered throughout the year.**

**Action 2:**

**The Director of Health Services will email reminders to staff regarding up and coming activities and services provided to employees. (Activities include: mammography screening, EAP (Employee Assistance Program), Covenant Health checks, flu shot, ect.)**