

### Local Wellness Policy (LWP) Checklist

For Contracting Entities (CEs) Operating the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP)

Complete this form using the attached directions.

[Note: The directions provide detailed explanations of requirements and options.]

#### Contracting Entity (CE) Information

CE Name:

Muleshoe Independent School District

CE Identification Number (CE ID):

00029

Schools Operating Under the Local Wellness Policy (LWP):

Muleshoe HS, Watson JH, DeShazo Elementary, Dillman Elementary

#### I. Structure

Requirement: The CE must develop a LWP that applies to all NSLP and/or SBP schools. The LWP must be approved by the board of trustees or governing board.

Check the boxes below to indicate that the CE has met each requirement.

- A. All schools operating NSLP and/or SBP
- B. Approval

If the CE has not implemented a LWP in all schools operating NSLP and/or SBP and does not have board approval for its LWP, explain why in the space below.

**II. Nutrition Education and Promotion**

*Requirement: The CE must address nutrition education and promotion in its LWP:*

- Activities that foster student health, wellbeing, and ability to learn
- Nutritional guidelines for all food and beverages available to be sold or given to students on the school campus during the school day

Check each element that is addressed in the CE's local wellness plan.

A. Activities to promote health, wellbeing, and students' ability to learn

A.1 Physical activities

For students

For parents

For staff

For community members

A.2 School-based activities

For students

For parents

For staff

For community members

A.3 Community-based activities

For students

For parents

For staff

For community members

B. Nutrition guidelines for all food and beverages available on school campuses during the school day

B.1 Sold in schools

To students

To adults

B.2 Given away in schools

To students

To adults

C. Special Situations:

*(Including, but not limited to, food or beverages given or provided to a student by an adult acting on behalf of a student's parent or guardian or food or beverages delivered by businesses to students on the school campus)*

If the CE's LWP does not include nutrition education and promotion and nutrition guidelines in its LWP, provide an explanation for why the CE did not in the space below.

N/A, LWP addresses all above

### III. Stakeholder Engagement

*Requirement: The CE must engage stakeholders in developing and implementing its LWP. Stakeholders must include, but are not limited to, the following groups:*

- Administrators, district and/or school
- Community members
- Parents
- Representatives of the CE or school(s)
- Representatives of the board of trustees or governing body
- School health professionals
- School nutrition staff
- Students

*Check each stakeholder group that will be or is involved in the development and implementation of the LWP.*

- A. Administrators, district and/or school
- B. Community members (local service organizations or other appropriate representatives)
- C. Parents
- D. Representatives of the CE or school(s)
- E. Representatives of the board of trustees or governing body
- F. School health professionals
- G. School nutrition staff
- H. Students
- I. Other

*If the CE did not involve stakeholders in developing and implementing its LWP (including those groups that are required to be involved), provide an explanation for why the CE did not in the space below.*

N/A, LWP included all above in development

**IV. Triennial Assessment and Publication of Assessment Results**

*Requirement: Every three years, the CE (1) must measure the effectiveness of its LWP implementation and (2) must distribute the results of the assessment to the public.*

*The assessment must assist the CE in determining if the implementation of the LWP has achieved the following:*

- If the CE and the schools are in compliance with the LWP
- If the CE's LWP aligns to model evidence-based strategies for LWP
- If the CE has made progress in attaining the goals described in its LWP

Check each element that is addressed in the CE's LWP.

A. Triennial ( every three years) assessment

Record the frequency of assessment in the space below:

Muleshoe assesses the policy every year; last LWP update was 2/8/18

- A.1 Compliance with the CE's Written LWP
- A.2 Alignment to model evidence-based strategies for LWP
- A.3 Progress made toward attaining the goals described in LWP

B. Publication of assessment results

Record the date the CE last published the results of its assessment the LWP in the space below:

2018-2019 SY; 2019-2020 SY

*If the CE does not include methods to assess its LWP and share the results of assessments with the public, provide an explanation for why the CE did not in the space below.*

N/A, requirement being met

**V. Marketing at School Operating NSLP and /or SBP**

*Requirement: The CE must describe (1) the current types and methods of marketing that will be allowed for foods and beverages sold on the school campus during the school day and (2) the process or strategies the CE will use to ensure that, as of July 1, 2017, all future marketing for food and beverages marketed and sold on the school campus during the school day meet the Competitive Food Nutrition Standards.*

Check each element that is addressed in the CE's LWP.

- A. Current marketing
- B. Future marketing

*If the CE has not addressed current and future marketing guidelines for foods and beverages sold to students in its LWP, provide an explanation for why the CE did not in the space below.*

N/A, requirement being met

**VI. Assigned Responsibilities**

*Requirement: CEs must assign a staff position or positions to be responsible for managing the following:*

- Assessment of the LWP
- Development of the LWP
- Implementation of the LWP
- Update of the LWP

*Check each statement that describes an action for which the CE has identified and assigned a specific person to be responsible for managing the implementation of the following:*

- A. Development of LWP
- B. Implementation of LWP
- C. Assessment of LWP
- D. Update of LWP
- E. Other:

*If the CE has not assigned responsibilities for ensuring that the LWP is developed, implemented, assessed, and updated as appropriate, provide an explanation for why the CE did not in the space below.*

N/A, all jobs are assigned to an individual

**VII. Records Retention**

*Requirement: The CE must retain documentation that demonstrates its compliance with the LWP requirements.*

*Check the statement that describes the action a CE has taken or will take to retain records related to its LWP.*

- A. Establish a system for maintaining all required records.
- B. Establish a system to ensure that documentation is retained for the proper period of time.

*If the CE does not have a system to retain records for the proper period of time, provide an explanation for why the CE did not in the space below.*

N/A, records are being retained

# Wellness Policy Assessment Tool

Form 357 Rev 12/15

This template provides information on wellness policy goals and practices within the LEA. Use this tool to track progress and gather ideas on ways to create a healthier school environment. A separate assessment should be completed for each school or at a minimum, each school level. The wellness policy and completed assessment must be available to the public.

LEA/District Name Muleshoe ISD

Reviewer Bryanna Lashbrook

School Name HS, JH, DeShazo, Dillman

Date 08/30/2019

Select all grades: PK  K  1  2  3  4  5  6  7  8  9  10  11  12

## Yes No I. Public Involvement

We encourage the following to participate in the development, implementation, and evaluation of our wellness policy:

Administrators  School Food Service Staff  P.E. Teachers  Parents  
 School Board Members  School Health Professionals  Students  Public

We have a designee in charge of compliance.

Name/Title:

We make our policy available to the public.

Please describe:

We measure the implementation of our policy goals and communicate results to the public.

Please describe:

Our district reviews the wellness policy at least annually.

## Yes No II. Nutrition Education

Our district's written wellness policy includes measurable goals for nutrition education.

We offer standards based nutrition education in a variety of subjects (e.g. science, health, math, etc).

We offer nutrition education to students in:  Elementary School  Middle School  High School

## Yes No III. Nutrition Promotion

Our district's written wellness policy includes measurable goals for nutrition promotion.

We promote healthy eating and nutrition education with signage, use of creative menus, posters, bulletin boards, etc.

We have reviewed *Smarter Lunchroom* techniques and evaluated our ability to implement some of them.

We place fruits and vegetables where they are easy to access (e.g. near the cafeteria cashier or near the front of the line).

We ensure students have access to hand-washing facilities prior to meals.

We annually evaluate how to market and promote our school meal program(s).

We regularly share school meal nutrition, calorie, and sodium content information with students and families.

We offer taste testing or menu planning opportunities to our students.

We participate in Farm to School activities and/or have a school garden.

We only advertise and promote nutritious foods and beverages on school grounds (e.g. buildings, playing fields, etc).

We price nutritious foods and beverages lower than less nutritious foods and beverages.

We offer fruits or non-fried vegetables in:  Vending Machines  School Stores  Snack Bars  à La Carte

We have nutritional standards for foods/beverages served at school parties, celebrations, events, etc.

We provide teachers with samples of alternative reward options other than food or beverages.

We prohibit the use of food and beverages as a reward.

(Cont. on page 2)

**Yes No IV. Nutrition Guidelines** (Cont. from page 1)

- Our district's written wellness policy addresses nutrition standards for USDA reimbursable meals.
- We operate the School Breakfast program:  Before School  In the Classroom  Grab & Go
- We follow all nutrition regulations for the National School Lunch Program (NSLP).
- We operate an Afterschool Snack Program.
- We operate the Fresh Fruit and Vegetable Program.
- We have a Certified Food Handler as our Food Service Manager.
- We have adopted and implemented *Smart Snacks* nutrition standards for ALL items sold during school hours, including:  
 as à La Carte Offerings  in School Stores  in Vending Machines  as Fundraisers

**Yes No V. Physical Activity**

- Our district's written wellness policy includes measurable goals for physical activity.
- We provide physical education for elementary students on a weekly basis.
- We provide physical education for middle school during a term or semester.
- We require physical education classes for graduation (high schools only).
- We provide recess for elementary students on a daily basis.
- We provide opportunities for physical activity integrated throughout the day.
- We prohibit staff and teachers from keeping kids in from recess for punitive reasons.
- Teachers are allowed to offer physical activity as a reward for students.
- We offer before or after school physical activity:  Competitive sports  Non-competitive sports  Other clubs

**Yes No VI. Other School Based Wellness Activities**

- Our district's written wellness policy includes measurable goals for other school-based activities that promote wellness.
- We provide training to staff on the importance of modeling healthy behaviors.
- We provide annual training to all staff on:  Nutrition  Physical Activity
- We have a staff wellness program.
- We have school district staff who are CPR certified (e.g. teachers, coaches, counselors, food service staff) .
- We actively promote walk or bike to school for students with Safe Routes to School or other related programs.
- We have a recycling /environmental stewardship program.
- We have a recognition /reward program for students who exhibit healthy behaviors.
- We have community partnerships which support programs, projects, events, or activities.

**VII. Progress Report:** Indicate any additional wellness practices and/or future goals and describe progress made in attaining the goals of the local wellness policy

**VIII. Contact Information:**

For more information about this school's wellness policy/practices, or ways to get involved, contact the Wellness Committee Coordinator.

Name	<input type="text" value="Jessica Nichols"/>	Position/Title	<input type="text" value="Nurse, SHAC Coordinator"/>
Email	<input type="text" value="jnichols@muleshoeisd.net"/>	Phone	<input type="text" value="(806) 272-7382"/>