

G-3: Administrative Procedures Wellness

REFERENCES

[Board Policy G-3](#)

PROCEDURES FOR IMPLEMENTATION

I. Nutrition Education

Sequential and interdisciplinary nutrition education will be provided and promoted as follows:

- A. each school will ensure the core health is taught in grades K-12; and
- B. nutrition education will be encouraged in other content areas, in the home, and the broader community.

II. Physical Education and Physical Activity

- A. Adequate physical education will be provided and physical activity connected to students' lives outside of physical education will be promoted as follows:
 1. Each school will ensure the physical education core is taught in grades K-12. Physical education activities will be encouraged in other content areas, in the home and the broader community.
 2. Physical education instructors at the elementary level will be district certified.
 3. Each elementary physical education instructor will participate annually in the following certification programs:
 - a. elementary Physical Education Teaching Methods, 14 hours per year;
 - b. monthly Staff Development, 16 hours per year; and
 - c. current First Aid and CPR Certification.
- B. Physical education instructors at the secondary level will be certified according to state standards.
- C. Enrollment in secondary physical education courses will not exceed the number of students that space and equipment can safely accommodate.
- D. Adequate equipment and supplies will be available for all students to safely and fully participate in structured physical education activities.
- E. Time allotted for physical education instruction and physical activity will be consistent with state standards, which are 150 minutes per week for grades one-six, and 225 minutes per week for grades 7-12.
- F. All elementary students will be allowed a minimum of 15 minutes of recess each school day, not to include scheduled lunch time. Daily recess periods can be structured to be a part of the physical education instructional time and will not be systemically used as a behavioral consequence.

III. Other School Based Activities

All school-based activities will be consistent with the district wellness policy as follows:

- A. After-school programs will encourage physical activity and the formation of healthy habits.
- B. District wellness policy guidelines will be considered when planning all school-based activities, such as school events, field trips, dances, assemblies, etc.
- C. Hosting wellness clinics, health screenings, and enrolling eligible children in Medicaid and other state health insurance programs will be pursued at each school site to support the health of all students.

IV. Nutrition Guidelines for All Foods on Campus

All foods and beverages made available to students on campus will be consistent with the current standards for all foods sold in school as required by the Healthy, Hunger-Free Kids Act of 2010 as follows:

- A. All foods made available to students on campus, a la carte sales, after-school programs, beverage contracts, fundraisers, school parties/celebrations, student stores, vending machines, etc. will emphasize nutrient density, fruits and vegetables, decreasing fat and added sugars, and moderating portion size.
- B. Nutrition Standards for Foods sold in school must:
 1. Be a "whole grain-rich" grain product; or
 2. Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
 3. Be a combination food that contains at least $\frac{1}{4}$ cup of fruit and/or vegetable; or
 4. Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber). On July 1, 2016, foods may not qualify using the 10% DV criteria.
- C. Foods must also meet several nutrient requirements:
 1. Calorie limits - Snack items \leq 200 calories; Entrée items \leq 350 calories
 2. Sodium limits – Snack items \leq 230 mg (On July 1, 2016, snack items must contain \leq 200 mg sodium per item); Entrée items \leq 480 mg
 3. Fat limits - Total fat: \leq 35% of calories; Saturated fat: $<$ 10% of calories; Trans-fat zero grams

4. Sugar limits - $\leq 35\%$ of weight from total sugars in foods

V. Nutrition Standards for Beverages All Schools May Sell

- A. All schools may sell:
 1. plain water (with or without carbonation);
 2. unflavored low fat milk;
 3. unflavored or flavored fat free milk and milk alternatives permitted by the National School Lunch Program/School Breakfast Program;
 4. 100% fruit or vegetable juice; and
 5. 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners.
- B. Elementary schools may sell up to 8-ounce portions, while middle schools and high schools may sell up to 12-ounce portions of milk and juice. There is no portion size limit for plain water. Beyond this, the standards allow additional "no calorie" and "lower calorie" beverage options for high school students. No more than 20-ounce portions of:
 1. calorie-free, flavored water (with or without carbonation); and
 2. other flavored and/or carbonated beverages that are labeled to contain ≤ 5 calories per 8 fluid ounces or ≤ 10 calories per 20 fluid ounces;
 3. no more than 12-ounce portions of beverages with ≤ 40 calories per 8 fluid ounces, or ≤ 60 calories per 12 fluid ounces.
- C. Other requirements:
 1. Fundraisers that occur after school hours (30 minutes after the end of the instructional day) may sell foods and beverages that do not meet the district wellness policy standards.
 2. The standards provide a special exemption for infrequent fundraisers during the instructional school day that do not meet the nutrition standards, not to exceed two per elementary and four per secondary school per school year.
 3. Accompaniments such as cream cheese, salad dressing, and butter must be included in the nutrient profile as part of the food item sold. This helps control the amount of calories, fat, sugar, and sodium added to foods by accompaniments, which can be significant.
 4. Classroom snacks will feature healthy choices.
 5. Food and beverage information displayed in the school cafeteria will be consistent with established nutrition standards.
 6. No school activities, events, or parties will interfere with student access to a nutritionally balanced lunch or breakfast.

VI. Eating Environment

The school environment will be safe, comfortable, pleasing, and allow ample time and space for eating meals; and food and/or physical activity will not be used as a reward or punishment as follows:

- A. Students will be encouraged to start each day with a healthy breakfast.
- B. Students will be provided adequate time to eat breakfast and lunch at school, at least 10 minutes for breakfast and 20 minutes for lunch, from the time the student is seated.
- C. Lunch periods will be scheduled as near the middle of the school day as possible. Lunch periods will not be scheduled at the end of a shortened school day.
- D. Elementary schools will schedule recess before lunch or implement a structured schedule that ensures that children are not pressured to eat and run.
- E. School cafeteria areas will provide enough serving lines to ensure that students spend no more than seven minutes waiting in line for a school meal.
- F. School employees, student government, and community members will be encouraged to reward student behavior with non-food items instead of food items. Student input is recommended at secondary level.
- G. Bus routes and school schedules will be coordinated to allow students ample time before class to participate in the National School Breakfast program.
- H. Students in pre-kindergarten through grade 12 will be responsible for cleaning up after themselves at breakfast and lunch. Students will put away trays and dispose of garbage properly to keep the school environment clean.

VII. Child Nutrition Operation

Child nutrition programs will be accessible to all students and must comply with federal, state, and local requirements (see, Board Policy G-6, Child Nutrition and Food Service Management). The school district will develop a coordinated and comprehensive outreach, promotion and pricing plan to ensure maximum participation in the federal school meal programs, e.g. school lunch, school breakfast, after-school snack, and summer food service.

VIII. Food Safety/Food Security

All foods made available on campus by Child Nutrition Services will adhere to food safety and security guidelines including compliance with federal, state and local food safety and sanitation regulations. Food provided outside of Child Nutrition Services becomes the responsibility of school administration, with oversight of the School Community Council. Access to the food service operation is to be limited to Child Nutrition staff and authorized personnel only.

IX. Implementation and Evaluation

The superintendent or designee will appoint a district wellness committee to regularly monitor the overall effectiveness of the this policy and recommend policy and/or procedural modifications that will positively impact student health. The School Community Council will be designated to oversee the implementation and evaluation of the district wellness policy at each school site as follows:

- A. District wellness committee: The district wellness committee will include parents, students, director of Child Nutrition Services, District Healthy Lifestyles Specialist and representatives of the school board, school administrators, teachers, classified employees, and the public. The purpose of the district wellness committee is as follows:
 - 1. Regularly monitor the overall effectiveness of the district Wellness policy.
 - 2. Highlight area in need of future change.
 - 3. Recommend policy and/or administrative procedure modifications that will positively impact student health.
- B. School Community Council: The school administrator or designee, with oversight of the School Community Council, will ensure that all district wellness policy guidelines are enforced at the school site as follows:
 - 1. One or more persons at the school will be designated and charged with the operational responsibility for ensuring that the school follows the district Wellness policy.
 - 2. Annually, every school employee shall review and agree to adhere to the district wellness policy administrative procedures.
 - 3. The compliance of the school to the current district wellness policy will be evaluated annually by the onsite designee, and a written record of compliance will be provided to the School Community Council for evaluation.
 - 4. A copy of the approved written record of compliance will be submitted by the school to the superintendent or designee and board of education prior to the end of each school year.
 - 5. Annually report goals and progress toward implementation of wellness policy in the school improvement plan.

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Whitney Banks, Compliance and Investigations, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.