

## ADMINISTRATIVE GUIDELINES

### CHAPTER 2.00 – SCHOOL BOARD GOVERNANCE AND ORGANIZATION

WELLNESS POLICY	2.95G
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#### ADMINISTRATIVE GUIDELINES STATEMENT:

##### Philosophy and Commitment:

The School Board of Citrus County believes that by providing access to healthy foods and opportunities to be physically active, a framework is established that promotes good health, not only to the students, but to the employees as well. Good health fosters student attendance, performance, and achievement. Healthy staff can more effectively perform their assigned duties and model appropriate wellness behaviors for students. The Citrus County School District is committed to create school environments that provide such access, as well as opportunities that promote and protect children's health, well-being, and their ability to learn by supporting healthy eating and physical activity.

- I. School Food Service Programs:
  - A. Will promote good nutrition, appropriate food choices, and food safety for students and staff for the development of overall health and well-being.
  - B. Will offer low-fat and fat-free milk, reduced-fat dairy products, a variety of fruits, vegetables, and whole grains as practical.
  - C. Will operate a School Breakfast and Lunch Program, which is in compliance with the nutrition requirements established by local, state, and federal statutes and regulations.
  - D. Will share information about the nutritional content of meals with parents and students via menus, a website, menu boards, placards, or other point-of-purchase materials.
  - E. Will discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.
- II. Foods and Beverages Sold Individually (foods sold outside of reimbursable school meals, such as through vending machines, cafeteria a la carte snacks, fundraisers, school stores, etc.):
  - A. Elementary Schools: Given young children's limited nutrition skills, the school Food Service Program and Wellness Committee will approve all food and beverage sales to students in elementary schools. If available, foods and beverages sold should be limited to milk, juice, low fat ice cream, low fat yogurt, and fresh fruit.

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- B. Middle and High Schools: During the school day, all foods and beverages approved to be sold individually outside the reimbursable school meal programs will meet the following standards:
    - 1. Beverages must contain 50% or more real fruit juice and/or no additional caloric sweeteners.
    - 2. No carbonated beverages during the school day.
    - 3. A food item sold individually to students will have no more than 35% of its calories from fat (excluding nuts, seeds, peanut butter, and other nut butters) and no more than 10% of its calories from saturated and trans fat combined.
    - 4. A food item sold individually will have no more than 35% of its weight from added sugars.
  - C. The School District will make available a list of ideas for acceptable fundraising activities which involve food that meets the nutrition and portion size standards for foods and beverages sold individually.
  - D. Snacks and beverages served during the school day or in after-school care or enrichment programs must meet federal guidelines and a positive contribution to the overall health of children. After-school program snacks and beverages may include: fruits, vegetables, low-fat milk or 100% fruit juice. If eligible, schools that provide snacks through after-school programs will pursue receiving reimbursements through the National School Lunch Program.
  - E. School Sponsored Events (such as, but not limited to, athletic events, dances, or performances): The School District encourages the inclusion of healthy snacks to be offered or sold at school sponsored events outside the school day to reinforce positive nutrition standards.
- III. Nutrition Education and Promotion:
- A. Is provided to students through a variety of classroom and lunchroom activities.
  - B. Is provided to families through menus, newsletters, the Food and Nutrition Services website, and other wellness activities.
  - C. Aligns with the Sunshine State Standards.

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- D. Is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects.
  - E. Includes enjoyable, developmentally appropriate, culturally-relevant, participatory activities, such as contests, promotions, taste testing, farm visits, and school gardens.
  - F. Promotes fruits, vegetables, whole grain products, low fat and fat free dairy products, healthy food preparation methods, and health enhancing nutrition practices.
  - G. Emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise.)
  - H. Links with school meal programs, other school foods, and nutrition related community services.
  - I. Teaches media literacy with an emphasis on food marketing.
  - J. Includes training for teachers and other staff.
- IV. Integrating Physical Activity into the School Setting: For students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class.
- A. Classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities, such as watching television.
  - B. Opportunities for physical activity should be incorporated into other subject lessons, as appropriate.
  - C. Classroom teachers should provide short physical activity breaks between lessons or classes, as appropriate.
- V. Communication with Parents:
- A. The district/school will offer information to support parents' efforts to provide a healthy diet and daily physical activity for their children.

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- B. The district/school will provide parents a list of foods that meet the district's snack standards and ideas for healthy celebrations/parties, and rewards, as well as ideas for healthy lunch box/bag lunches.
- C. The district/school will provide information about physical education and other school based physical activity opportunities before, during, and after the school day; and support parents' efforts to provide their children with opportunities to be physically active outside of school.
- D. The district/school will support and encourage participation in community activities such as organized walks, health screenings, and health and safety education programs.

#### VI. Staff Wellness:

- A. The school district highly values the health and well being of every staff member and will plan and implement activities and guidelines that support personal efforts by staff to maintain a healthy lifestyle.
- B. Schools/Departments should establish and maintain a staff wellness committee that may be composed of staff members, school health advisory committee members, local hospital representatives, dietitians, health professionals, recreation program representatives, union representatives, risk management staff, and/or employee benefit specialists.
- C. The committee should develop, promote, and oversee a multifaceted plan to promote staff health and wellness. The plan should be based on input solicited from school staff and should outline ways to encourage healthy eating, physical activity, and other elements of a healthy lifestyle among school staff.
- D. The staff wellness committee should distribute its plan to the school health advisory council annually.

#### VII. Physical Education (P.E.) Pre-K-12:

- A. All students in grades Pre-K-12, will receive a planned physical education program as established by the school board.
- B. P.E. class time will include moderate to vigorous physical activity on a regular basis.

#### VIII. Physical Activity During the School Day:

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- A. All elementary school students should have 30 minutes per day of supervised recess, preferably outdoors, during which the school staff should encourage moderate to vigorous physical activity.
  - B. Schools should discourage extended periods (i.e., periods of two or more hours) of inactivity.
  - C. When activities, such as mandatory school wide testing, make it necessary for students to remain indoors for long periods of time, appropriate breaks should be given to students during which they are encouraged to stand and be moderately active.
- IX. Physical Activity Opportunities Before and After School:
- A. All elementary, middle, and high schools will encourage participation in extracurricular physical activity programs (Boys and Girls Club, Little League, Boy Scouts, Girls Scouts, etc.).
  - B. All high schools and middle schools will offer interscholastic sports programs.
  - C. District sponsored school child care should provide and encourage daily periods of moderate to vigorous physical activities for all participants.
- X. Physical Activity and Punishment:
- A. School staff should not use physical activity or withhold opportunities for physical activity (e.g., recess, physical education) as discipline during the school day.
- XI. Safe Routes to School:
- A. The school district will assess and, if necessary and to the extent possible, make needed improvements to make it safer and easier for students to walk and bike to school. When appropriate, the district will work together with local public works, public safety, and /or sheriff's department in those efforts.
  - B. The school district will explore the availability of federal "safe routes to school" funds, administered by the state department of transportation, to finance such improvements.
- XII. Policy Monitoring:

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- A. The superintendent, or designee, will ensure compliance with established district wide nutrition and physical activity wellness guidelines.
- B. In each school, the principal or designee will ensure compliance with those guidelines in his/her school and will report on the school's compliance to the school district superintendent or designee.
- C. School food service staff at the school or district level will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent (or if done at the school level, to the school principal).
- D. The school district will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes. If the district has not received a SMI review from the state agency within the past five years, the district will request from the state agency that a SMI review be scheduled as soon as possible.
- E. The superintendent or designee will develop a summary report every three years on district wide compliance with the district's established nutrition and physical activity wellness policies, based on input from schools within the district.
- F. That report will be provided to the school board and also distributed to all school health councils, parent/teacher organizations, school principals, and school health services personnel in the district.

#### **XIII. Policy Review:**

- A. To help with the continued development of the district's wellness policy, each school in the district will conduct a baseline assessment of the school's existing nutrition and physical activity environments and policies within one year of the policy adoption.
- B. The results of those school-by-school assessments will be compiled at the district level to identify and prioritize needs.
- C. Assessments will be repeated every three years to help review policy compliance, assess progress, and determine areas in need of improvement.
- D. The district will, as necessary, revise the wellness policy/administrative guidelines and develop work plans to facilitate their implementation.