

West Clark Community Schools Bylaws & Policies

8510 - WELLNESS

As required by law, the School Board establishes the following wellness policy for the School Corporation as a part of a comprehensive wellness initiative.

The Board of School Trustees of West Clark Community Schools support the health and well-being of the school corporation's students and staff by promoting nutrition and physical activity at all grade levels.

In accordance with federal law, it is the policy of the board to provide students access to healthy foods and beverages; provide opportunities for developmentally appropriate physical activity; and require that all meals served by the school corporation meet or exceed federal nutritional guidelines issued by the U.S. Department of Agriculture. A Coordinated School Health Advisory Council has been formed and will maintain to oversee these activities.

The School Wellness Policy shall be made available to students and families by means of either school registration, the student handbook, or the corporation's website.

I. Coordinated School Health Advisory Council

The board will engage students, parents/guardians, teachers, food service professionals, health professionals and other interested community member in developing, implementing, monitoring and reviewing corporation-wide nutrition and physical activity policies. A Coordinated School Health Advisory Council has been formed and will be maintained at the corporation level to oversee the development, implementation and evaluation of the school corporation's wellness policy.

A. In accordance with state law, the school corporation will form and maintain a corporation level Coordinated School Health Advisory Council that includes at least the following:

- **Parents/Guardians**
- **Food service director and/or staff**
- **Teachers of Physical Education**
- **Students**
- **Health care professionals/Registered dietitians/School Nurse**
- **School board members**
- **School administrators**
- **Representative of interested community organizations**

- B. The Advisory Council shall meet annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Council shall meet on an as needed basis during the school year to discuss implementation activities and address barriers and challenges.**
- C. The Advisory Council shall report annually to the school board on the implementation of the wellness policy and include any recommended changes or revisions.**
- D. The school board will adopt or revise nutrition and physical activity policies based on recommendations made by the Advisory Council.**

II. Nutrition Education

Nutrition topics shall be integrated with the comprehensive health education curriculum and taught at every grade level (K-12) according to standards of the Indiana Department of Education. Schools will link nutrition education activities with existing coordinated school health programs or other comparable comprehensive school health promotion frameworks.

III. Standards for USDA Child Nutrition Programs and School Meals

The board will provide and promote the National School Lunch and Breakfast Programs to ensure that all students have access to healthy foods to support healthier choices and promote optimal learning.

IV. Nutrition Standards for Competitive and Other Foods and Beverages

The board will provide and allow foods and beverages that support proper nutrition and promote healthy choices in vending machines, school stores and concession stands, or as a school fundraisers and classroom celebrations.

V. Physical Activity and Physical Education

The board supports the health and well-being of students by promoting physical activity through physical education, recess and other physical activity breaks; before- and after-school activities. Additionally, the board supports physical activity among elementary students by providing them with at least 30 minutes of physical activity per day.

VI. Staff Wellness

The Board supports the health and well-being of our staff by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

The school corporation will promote programs to increase knowledge of physical activity and healthy eating for faculty and staff. Presentations on health and wellness will be available on professional development website.

VII. Evaluation

Through implementation and enforcement of the policy, the corporation will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, the corporation will evaluate implementation efforts and their impact on students and staff. Policy language will be assessed each year and revised as needed.

The board designates the superintendent to ensure compliance with this policy and its administrative regulations. The superintendent may designate other administrators or school employees to aid in determining compliance of this policy.

Administrative Policies and Regulations:

I. Nutrition Education and Promotion

1. Health education will be taught by a health education instructor and/or teacher.
2. Nutrition education training opportunities to teachers and staff for all grade levels are available on the IDOE professional development website.
3. Nutrition education will include lessons that covers topics such as how to read and use food labels, choosing healthy options and portion control.
4. Nutrition education resources will be provided to parents/guardians through any appropriate means available to reach parents/guardians.
5. Nutrition information may be accessible for parents, students, and staff on all foods via building cafeteria managers or Director of Food Services.

II. Standards for USDA Child Nutrition Programs and School Meals

A. School Meal Content

1. Meals served through the National School Lunch and Breakfast Programs will:
 - Be appealing and appetizing to children;
 - Meet, at a minimum, the nutrition requirements established by the USDA for federally funded programs;
 - Contain 0 percent trans fats;
 - Offer a variety of fruits and vegetables;
 - Include whole grains for at least half of all grains served.
2. All cooked foods will be baked or steamed. Proper procurement procedures and preparation methods will be used to decrease excess fat, calorie and sodium levels in food.
3. Students will have the opportunity to provide input on local, cultural and ethnic favorites.

4. Special dietary needs of students will be considered when planning meals, according to the document *Accommodating Children with Special Dietary Needs in the School Nutrition Programs*.
5. The food services department will share with parents, students, or staff information about the nutritional content of meals upon request. The information will be available through cafeteria managers or the Director of Food Services.

B. School Meal Participation

1. To the extent possible, school will provide the USDA School Breakfast Program to all students.
2. To the extent possible, school will utilize methods to serve school breakfast that encourage participation, including possibly serving breakfast in the classrooms. Serving "grab-and-go" breakfasts and arranging transportation schedules to allow for earlier arrival times.

C. Mealtimes and Scheduling

1. Adequate time will be provided to students to eat lunch (at least 20 minutes after being served) and breakfast (at least 10 minutes after being served)
2. Elementary schools are strongly encouraged to schedule recess before lunch.
3. School meals will be served in clean and pleasant settings.
4. Students will have convenient access to hand washing and/or sanitizing stations.
5. Potable (drinking) water must be readily available at all mealtimes.
6. Appropriate supervision will be provided in the cafeteria and rules for safe behavior shall be consistently enforced.

III. Nutrition Standards for Competitive and Other Food and Beverages

A. Approved Nutrition Standards, based on the nutrition standards of the Institute of Medicine (2007).

1. K-12 ala carte, ala carte is defined as prepackaged, pre-manufactured or individually packaged items, school vending machines and other foods outside of school meals shall be suggested to contain:
 - No more than 30 percent of total calories from fat,
 - Less than 10 percent of total calories from saturated fats,
 - 0 percent trans fats,
 - No more than 10 total grams of sugars
 - No more than 200 milligrams of sodium per portion as packaged,
 - No more than 200 calories per package, and
 - All of the grains offered are whole grains

2. K-12 ala carte, ala carte is defined as prepackaged, pre-manufactured or individually packaged items, school vending machines and other beverages outside of school meals shall be suggested to contain:
 - Water without flavoring, additives, or carbonation
 - Low-fat and nonfat milk (in 8-to 12-ounce portions)
 - No More than 20 grams of sugars
 - No More than 1 added beverage outside of beverage provided with meal
 - 100% fruit juice in 4- ounce portions as packaged for elementary/middle school and 8 ounces for high school, and
 - All beverages other than water, milk or juice shall be no larger than 12 ounces.

B. Availability

1. In accordance with Indiana Code 20-26-9-19, a vending machine at an elementary school that dispenses food or beverage items may not be accessible to students.
2. Vending machines in middle and high school:
 - Will not be available during mealtimes.
 - Will contain items that meet the approved nutrition standards.
3. Vending machines for school staff will not be accessible to students.
4. Students and staff will have free, portable (drinking) water for consumption available in water fountains throughout the school buildings.
5. Staff vending machines will contain some healthy choices as outlined in the approved nutrition standards.

C. Classroom Celebrations

1. Classroom celebrations will focus on activities (e.g., giving free time, extra recess, music and reading time) rather than on food.
 2. Classroom celebrations, not including birthday celebrations, which involve food, will be limited to one per month. Food and beverage items provided by parents are encouraged to meet the USDA Smart Snack in school nutrition standards.
 3. Birthday celebrations are encouraged to focus on non-food items. Food and beverage items provided by parents are encouraged to meet the USDA Smart Snack in school nutrition standards.
- *WCCS will provide a list of non-food alternative ideas to reward children including classroom celebrations and USDA Smart Snack nutritional standards.

D. Fundraisers

1. Fundraising activities will support healthy eating and wellness. Schools will promote the sale of non-food items for school-sponsored fundraising. For a food or beverage item to be sold as a fundraiser during the school day, the period from midnight the night before to 30 minutes after the end of the official school day, it must meet the approved nutrition standards.
2. Food and beverage items to be sold as a fundraiser that do not meet the approved nutrition standards require a waiver to be filed through WCCS administration and approved by the State.

IV. Physical Activity and Physical Education

A. Physical Education K-12

1. All students in grades K-12 will participate in physical education in order to meet the Physical Education Standards. In addition, high schools will encourage students to take more than the courses of physical education required for all Indiana diplomas.
2. Waivers will not apply towards the physical education courses required for a diploma. Credit flexibility in physical education will be limited to elective physical education courses.
3. The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students.
4. Physical education will be taught by a physical education instructor and/or teacher.
5. All staff involved in physical education will be provided opportunities for professional development focusing on physical activity, fitness, health and wellness.

B. Daily Recess and Physical Activity Breaks

1. Each elementary school shall provide daily physical activity in accordance with Indiana Code 20-30-5-7.5.
2. All elementary school students will have at least 1 period of active recess per day that is at least 20 minutes in length as recommended by the National Association for Sport and Physical Education (NASPE). This recess period will be outdoors when possible. If outdoor recess is not possible due to inclement weather, teachers are encouraged to provide an indoor physical activity break in the classroom.
3. All teachers will be encouraged to use physical activity breaks during classroom time as often as possible.

C. Physical Activity Opportunities Before and After School

- 1. Schools will offer intramurals, clubs, interscholastic sports and voluntary activities to increase opportunities for physical activity before and/or after school, taking into account student interest and supervisor availability.**
- 2. After-school enrichment providers will include physical activity in their programs, to the extent space and equipment allow.**

D. Physical Activity and Remedial Activities/Punishment

- 1. Students will not be removed or excused from more than 10 minutes of physical education to receive instruction in other content areas.**
- 2. School staff will not use physical activity (e.g., running laps, push-ups) as punishment.**
- 3. School staff will not withhold physical activity (e.g., recess or physical education) from a student for more than 10 minutes as punishment.**

E. Use of School Facilities Outside of School Hours

- 1. All outdoor school spaces and facilities, such as the playground, track and tennis court will be made available to students, staff and community members before, during and after the school day; on weekends; and during school vacations. School policies concerning safety will apply at all times.**

V. Evaluation of Wellness Policy

A. Implementation and Data Collection

- 1. The evaluation of the wellness policy and implementation will be directed by the Coordinated School Health Advisory Council.**

Furthermore, with the objectives of enhancing student health and well being, and reducing childhood obesity, the following guidelines are established:

- A. In accordance with Policy [8500](#), entitled Food Service, the food service program shall comply with Federal and State regulations pertaining to the selection, preparation, consumption, and disposal of food and beverages as well as to the fiscal management of the program.**
- B. As set forth in Policy [8531](#), entitled Free and Reduced Price Meals, the guidelines for reimbursable school meals are not less restrictive than the guidelines issued by the U.S. Department of Agriculture (USDA).**

- C. The food service program will provide all students affordable access to the varied and nutritious foods they need to be healthy and to learn well.
- D. The school food service program may involve staff and school officials in the selection of competitive food items to be sold in the schools.
- E. The food service program shall be administered by a director who is properly qualified, certificated, licensed, or credentialed, according to current professional standards.
- F. All food service personnel shall receive pre-service training in food service operations.

The Board designates the **Food Service Director** as the individual charged with operational responsibility for measuring and evaluating the Corporation's implementation and progress under this policy.

The **Food Service Director** shall appoint a Corporation wellness committee that includes parents, students, representatives of the school food authority, nutritionists or certified dieticians, educational staff (including physical education teachers), school health professionals, the School Board, school administrators, and members of the public to oversee the development, implementation, evaluation, and periodic update, if necessary, of the wellness policy.

The wellness committee shall be an ad hoc committee of the Board with members recruited and appointed annually.

The wellness committee shall:

- A. assess the current environment in each of the Corporation's schools;
- B. measure the implementation of the Corporation's wellness policy in each of the Corporation's schools;
- C. review the Corporation's current wellness policy;
- D. recommend revision of the policy, as appropriate; and
- E. present the wellness policy, with any recommended revisions, to the Board for approval or re-adoption if revisions are recommended.

Before the end of each school year the wellness committee shall submit to the Superintendent and Board their report in which they describe the environment in each of the Corporation's schools and the implementation of the wellness policy in each school, and identify any revisions to the policy the committee deems necessary.

The Superintendent shall report annually to the Board on the work of the wellness committee, including their assessment of the environment in the Corporation, their evaluation of wellness policy

implementation Corporation-wide, and the areas for improvement, if any, that the committee identified. The committee also shall report on the status of compliance by individual schools and progress made in attaining goals established in the policy.

The Superintendent also shall be responsible for informing the public, including parents, students and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall include information in the student handbook and post the wellness policy on the Corporation's website, including the assessment of the implementation of the policy prepared by the Corporation.

I.C. 20-26-9-18
42 U.S.C. 1751 et seq.
42 U.S.C. 1758b
42 U.S.C. 1771 et seq.
7 C.F.R. Parts 210 and 220

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