

## Wellness Plan template

STUDENT WELFARE  
WELLNESS AND HEALTH SERVICES

FFA  
(REGULATION)

### 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]

### 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, students, 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. *Posting on the District’s website the dates and times of SHAC meetings at which the wellness policy and plan are scheduled to be discussed.*
2. *Listing in the student handbook the name and position of the person responsible for oversight of the District’s wellness policy.*

### 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 Superintendent, or designee, 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

In accordance with law, the District will periodically measure and make available to the public 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

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which the wellness policy compares with any state- or federally designated model wellness policies. Absent federal regulations to the contrary, the District commits to the evaluation activities described below.

At least annually, the SHAC will prepare a report on the wellness policy and this plan by gathering information from each principal and appropriate District administrators. The SHAC will assess the District's and each campus's progress toward meeting the goals of the policy and plan by reviewing District- and campus-level activities and events tied to the wellness program.

The SHAC may use any of the following tools for that analysis:

- *Relevant portions of the WellSAT 2.0 ([www.wellsat.org](http://www.wellsat.org))*
- *Relevant portions of the Center for Disease Control's School Health Index (<http://www.cdc.gov/healthyschools/shi/in-dex.htm>)*
- *A District-developed self-assessment with locally developed criteria*

PUBLIC  
NOTIFICATION

To comply with the legal requirement to 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 [FFA(LOCAL)];
2. A copy of this wellness plan, with dated revisions;
3. Notice of any Board revisions to policy FFA(LOCAL);
4. Notice of any SHAC meeting at which the wellness policy or corresponding documents are scheduled to be discussed;
5. The SHAC's annual report on the District's wellness policy and plan; 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 *Superintendent, the District's designated SHAC records management officer.*

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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).

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NUTRITION  
GUIDELINES

All District campuses participate in the United States 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 made available on each campus that are consistent with the federal standards and that promote student health and reduce childhood obesity.

The District's nutrition guidelines are to ensure all foods and beverages sold, otherwise made available, 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 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>

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)]

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The District will allow the following exempted fundraisers for the 2017–18 school year:

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Campus or Organization	Food/Beverage	Number of Days
School Classes	Any legal in school	6 (same days for all groups)
School Organizations	Any legal in school	6 (same days for all groups)

AVAILABLE

There are currently no federal requirements for foods or beverages made available to students during the school day. 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)] *(this general statement should cover elementary parties)*

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.

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.

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

**GOAL:** *The District's food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings.*

**Objective 1:** *The District will increase participation in federal child nutrition programs by two percent by the end of each school year.*

Action Steps	Methods for Measuring Implementation
<i>Distribute information to parents on the 1<sup>st</sup> day of school, or upon enrollment, regarding the school food program.</i>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li><i>2017-2018 participation numbers</i></li> </ul>

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<p><i>Continually encourage parents to participate or enroll in the school food program during events, assemblies, etc.</i></p>	<p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li>• <i>Parent information placed in enrollment packets</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li>• <i>Parents do not always read information given to them</i></li> <li>• <i>Negative perceptions of school meals</i></li> <li>• <i>Parents choosing not to disclose information related to income or family information to determine eligibility for free or reduced-price meals</i></li> <li>• <i>Parents not attending events or assemblies</i></li> </ul>
<p><b>Objective 2: The district will post healthy food related posters in the cafeteria.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p><i>The district will display positive posters depicting healthy food choices in the cafeteria.</i></p>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li>• <i>Posters displayed in clear view of all students in the cafeteria.</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li>• <i>Posters</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li>• <i>Posters arriving and being displayed in a timely manner</i></li> <li>• <i>Students reading the posters</i></li> </ul>

<p><b>GOAL:</b> <i>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.</i></p>	
<p><b>Objective 1: The district will share information about supplemental food and nutrition programs in the community.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p><i>Share information with parents and students about Christ's Kids Summer Lunch Program, the local food bank, and Snack Packs for Kids.</i></p>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li>• <i>The ways information is communicated to families regarding the available supplemental programs.</i></li> </ul> <p><i>Resources needed:</i></p>

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	<ul style="list-style-type: none"> <li>• <i>Fliers, announcements, web postings.</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li>• <i>Parents, students, families not taking advantage due to the stigma of “welfare”</i></li> <li>• <i>Not everyone getting the message.</i></li> </ul>
<b>Objective 2: Publish district Breakfast &amp; Lunch menus</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<p><i>Post the menus on the school’s website.</i></p> <p><i>Send the weekly menus to the local newspaper to be published.</i></p>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li>• <i>Menus on the website</i></li> <li>• <i>Menus in the paper</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li>• <i>Menus developed and disseminated in a timely maner.</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li>• <i>Failure to read or take notice of the published menus.</i></li> <li>• <i>Not all households have Internet access or subscribe to the local paper.</i></li> </ul>

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.

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<b>GOAL:</b> <i>The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.</i>	
<b>Objective 1: Nutrition education implemented into appropriate CTE courses</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Family and Consumer Science courses have lessons on lifetime nutrition and wellness.</i>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li><i>Lessons taught; documented in lesson plans</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li><i>Online resources including digital texts</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li><i>Student engagement of lesson</i></li> </ul>
<b>Objective 2: PE curriculum addresses nutrition education</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Lessons on nutrition education in PE classes.</i>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li><i>Lessons taught; documented in lesson plans</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li><i>PE curriculum and teacher</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li><i>Students prefer activity to lessons</i></li> </ul>

<b>GOAL:</b> <i>The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.</i>	
<b>Objective 1: Nutrition education promoted and integrated into HS &amp; JH Biology and PK-5 science.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Students in the above classes will engage in lessons on nutrition.</i>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li><i>Lessons taught; documented in lesson plans</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li><i>Texts, online materials, supplemental materials</i></li> </ul> <p><i>Obstacles:</i></p>

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	<ul style="list-style-type: none"> <li>Age appropriate materials, student engagement</li> </ul>
<b>Objective 2: 100% of students will have access to drinking water at all times during the school day.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Students permitted to carry personally owned water bottles (must be original and clear), purchase water in vending machines and offices, &amp; utilize water fountains.</i>	<i>Baseline or benchmark data points:</i> <ul style="list-style-type: none"> <li>Students carrying water bottles, documentation from cafeteria personnel that water was available during meal periods, as required by federal standards</li> </ul> <i>Resources needed:</i> <ul style="list-style-type: none"> <li>Easily accessible water fountains</li> <li>Any signage where water bottles may not be permitted</li> </ul> <i>Obstacles:</i> <ul style="list-style-type: none"> <li>Students not having personal water bottles</li> </ul>

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]

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.

<b>GOAL:</b> <i>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.</i>	
<b>Objective 1: The district will offer fitness activities for all students.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Students in grades 7-12 may participate in extra-curricular athletics or take PE classes. The district allows a student to substitute marching band for 1 credit of PE.</i>	<i>Baseline or benchmark data points:</i>



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<p><i>Elementary students (PK-5) are enrolled in daily PE classes (30 minutes minimum). All students enrolled in PE or athletics participate in the Fitness Gram.</i></p>	<ul style="list-style-type: none"> <li>• <i>Students enrolled, credits earned (report cards or transcripts), Fitness Gram data</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li>• <i>Certified PE teachers, appropriate fitness equipment and facilities</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li>• <i>Budget limits for purchase of equipment, student participation</i></li> </ul>
<p><b>Objective 2: Elementary students have access to daily recess.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p><i>Elementary students in grades PK-5 have access to daily recess in times varying from 15-30 minutes.</i></p>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li>• <i>Scheduled recess time during the day</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li>• <i>Appropriate setting for the recess</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li>• <i>Weather, scheduling conflicts</i></li> </ul>

<p><b>GOAL:</b> <i>The District shall encourage parents to support their children’s participation, to be active role models, and to include physical activity in family events.</i></p>	
<p><b>Objective 1: Each campus will offer at least one event annually either during or outside of normal school hours that involves physical activity and includes both parents and students in the event.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p><i>Develop a list of ideas to submit to campus administrators to meet this objective.</i></p> <p><i>Assign a campus administrator or designee to organize the event.</i></p> <p><i>Fitness Fun Friday: Elementary students are joined on a Friday once a 6 weeks by their parents who walk with them. Health snacks are available as well as literature on healthy life styles.</i></p>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li>• <i>Self-reports of campus administrators about the events, participation rates from year to year; number of parents participating with their children</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li>• <i>Dissemination of a list to send to campus administrators, timeline and mechanism for the self- report about the events, informational materials about the event to distribute to</i></li> </ul>

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	<p><i>students and parents; staff to work with parents and enough snacks.</i></p> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li><i>Staff time, participation rates may be low, difficult for all parents to get off work</i></li> </ul>
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<p><b>GOAL:</b> <i>The District shall encourage students, parents, staff, and community members to use the District’s recreational facilities, such as gyms, field, courts, playgrounds, and the like, that are available for use outside of the school day.</i></p>	
<p><b>Objective 1: Maintain district facilities for public use.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p><i>The district will maintain outdoor facilities such as the tennis courts, practice fields, &amp; Old Gym.</i></p> <p><i>Continue to provide lighting for the outside tennis/basketball courts</i></p>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li><i>Facilities used</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li><i>Maintenance staff</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li><i>Time and budget to adequately address facilities</i></li> </ul>

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.

<p><b>GOAL:</b> <i>The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.</i></p>	
<p><b>Objective 1: Adequate time to eat breakfast and lunch.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p><i>Students are given 30 minutes to eat breakfast and lunch.</i></p>	<p><i>Baseline or benchmark data points:</i></p>

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	<ul style="list-style-type: none"> <li>• <i>Students given the 30 minutes, campus schedules</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li>• <i>Campus &amp; Class schedules, adequate cafeteria staff</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li>• <i>Unforeseen events that would alter the time schedule, different menu items that might take longer to serve</i></li> </ul>
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**GOAL:** The District shall promote wellness for students and their families at suitable District and campus activities.

**Objective 1: Help provide opportunities for students to be involved in physical activities outside of school.**

<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Allow groups, pee wee football or PIPS for example, to attend registration sessions to sign-up participants.</i>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>•</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>•</li> </ul> <p>Obstacles:</p>

**Objective 2: Work with groups to schedule the use of facilities.**

<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>District personnel will coordinate with groups such as PIPS or Little Dribblers to schedule the use of school facilities to avoid conflicts with district teams and other groups.</i>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• <i>Scheduled use of facilities, Resources needed:</i></li> <li>• <i>District personnel (typically Superintendent's administrative assistant); Obstacles:</i></li> <li>• <i>Scheduling conflicts; personnel to open and close venues</i></li> </ul>

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<b>GOAL:</b> The District shall promote employee wellness activities and involvement at suitable District and campus activities.	
<b>Objective 1: Provide opportunity to get a flu shot at school.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Representatives from the local clinic come to the district in the fall to give flu shots.</i>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li><i>Schedule time for clinic to come to school.</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li><i>Day that works for both the district and the clinic.</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li><i>Not all employees take a flu shot, employee absences on that day</i></li> </ul>
<b>Objective 2: Events such as employee walking teams.</b>	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<i>Employees participate in teams and keep track of the miles they walk in competition with other teams.</i>	<p><i>Baseline or benchmark data points:</i></p> <ul style="list-style-type: none"> <li><i>Number of Employees participating on teams and the number of miles walked</i></li> </ul> <p><i>Resources needed:</i></p> <ul style="list-style-type: none"> <li><i>Prizes for winners, area to post miles walked</i></li> </ul> <p><i>Obstacles:</i></p> <ul style="list-style-type: none"> <li><i>Staff finding time to participate and actually log the miles</i></li> </ul>