

Fort Sam Houston ISD Wellness Plan



October 3, 2016: FSHISD School Health Advisory Council (SHAC) reviewed and prepared recommendations for wellness policy FFA(LOCAL)

November 3, 2016: FSHISD Board of Trustees approved wellness policy FFA(LOCAL)

November 14, 2016: FSHISD SHAC begins development of local Wellness Plan

February 13, 2017: FSHISD SHAC continues development of local Wellness Plan

March 6, 2017: SHAC completes development of the FSHISD Wellness Plan

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WELLNESS PLAN

This document, referred to as the “wellness 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; 7 C.F.R. Part 210]

Strategies to Solicit Involvement

Federal law required 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 child nutrition 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 time 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 and plan along with an invitation to contact that person if the reader is interested in participating in the development, implementation, and evaluation of the wellness policy and plan.

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 Associate Superintendent 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

At least every three years, as required by law, the District will 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 which the wellness policy compares with any state or federally designated model wellness policies. This will be referred to as the “triennial assessment.”

The SHAC will consider evidence-based strategies when setting and evaluating goals and measurable outcomes. The SHAC may use any of the following tools for that analysis:

- Relevant portions of the CDCs School Health Index (<http://www.cdec.gov/healthyschools/shi/index.htm>)
- A district developed self-assessment
- Relevant portions of the WellSat 2.0 (www.wellsat.org)
- Smarter Lunchrooms' website
- (<https://healthymeals.nal.usda.gov/healthierus-school-challenge-resources/smarter-lunchrooms>)

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.

Public Notification

To comply with the legal requirement to annually 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 [see FAA(LOCAL)];
2. A copy of this wellness plan, with dated revisions;
3. Notice of any Board revisions to policy FFA(LOCAL);
4. The name, position, and contact information of the District official responsible for the oversight of the wellness policy and implementation of this plan;
5. Notice of any SHAC meeting at which the wellness policy or corresponding documents are scheduled to be discussed;
6. The SHAC's triennial assessment; and
7. 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 can be directed to the Chief Financial Officer, the District's designated records management officer.

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).

NUTRITION GUIDELINES

All District campuses participate in the U.S. 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 and beverages sold to students during the school day on each campus that promote student health and reduce childhood obesity.

The District’s nutrition guidelines are to ensure all foods and beverages sold 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.

Food and Beverages 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.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks)
- <http://www.squaremeals.org/P7ublications/Handbooks.aspx>

(see the Complete Administrator Reference Manual [ARM], Section 20, Competitive Foods

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 beverages is sold as part of a District fundraiser [See CO(LEGAL)]. Principals will submit a list of selected exempt days to the Child Nutrition Director prior the first day of instruction each year.

The District will allow the following exempted fundraisers for the 2016-2017 school year:

Campus or Organization	Food / Beverage	Number of Days
All Campuses	Campus Choice	6

Foods Made 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)]

Measuring Compliance

The District will measure compliance with the nutrition guidelines by reviewing meal reimbursement submissions from the child nutrition department of 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.

The District will ensure that any food and beverage advertisements marketed to students during the school day in child nutrition areas meet the Smart Snacks standards. The SHAC will monitor this by regular communication with the Child Nutrition Director at scheduled meetings.

Although the District is not required to immediately remove or replace food and beverage advertisements on items such as menu boards or other food service equipment, or on scoreboards or gymnasiums, the SHAC will periodically monitor these and make recommendations when replacements or new contracts are considered.

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

GOAL: The District’s child nutrition staff, teachers, and other District personnel shall promote healthy nutrition messages in cafeterias, classrooms, and other settings.	
Objective 1: The District will increase by two percent participation in federal child nutrition programs based on enrollment each year.	
Action Steps	Methods for Measuring Implementation
Distribute Child Nutrition program information within the first two weeks of school; distribute again within the first two weeks of the second semester.	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Participation rates in the Federal Child Nutrition programs at the annual October Snapshot date <p>Resources needed:</p> <ul style="list-style-type: none"> • Personnel to prepare, copy and disseminate policy and application • Personnel to attend registration or beginning of year events to be available to speak to parents <p>Obstacles:</p> <ul style="list-style-type: none"> • Fliers and letters do not always reach parents • Negative perceptions of school meals • Parents choosing not to disclose information related to income or family information to determine eligibility for free or reduced price meals
Action Steps	Methods for Measuring Implementation
Seek grant opportunities to receive nutrition promotional items, activities, challenges.	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Currently, the Child Nutrition Director has received no training in grant writing <p>Resources needed:</p> <ul style="list-style-type: none"> • Identify available grant writing training • Identify organizations that provide nutrition promotion services and support <p>Obstacles:</p> <ul style="list-style-type: none"> • Grant writing training and promotion deadlines may not coincide
Objective 2: One hundred percent of posters and displays in meal service locations available for student viewing during the school day will be Smart Snacks compliant.	
Action Steps	Methods for Measuring Implementation
Communicate this expectation to campus principals and student sponsors.	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • As reported by campus principals, the percent of posters and displays in meal service locations that are not Smart Snacks compliant at the beginning and end of each year. <p>Resources needed:</p> <ul style="list-style-type: none"> • Alternative exterior displays <p>Obstacles:</p> <ul style="list-style-type: none"> • Existing contractual provisions in vendor contracts

GOAL: 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.

Objective 1: Post in an easily accessible location on the District’s or each campus’s website the monthly school breakfast and lunch menus. Nutritional information on each meal may be obtained by contacting the Child Nutrition Director.

Action Steps	Methods for Measuring Implementation
District Child Nutrition Director to develop menus that are in compliance with this objective and are designed in advance. Menus to also note meatless or vegan options when available.	Baseline or benchmark data points: <ul style="list-style-type: none"> • The manner in which the menus and nutrition information are communicated to parents currently • The number of times the menus were viewed during the school year Resources needed: <ul style="list-style-type: none"> • Website location along with metrics to tabulate number of views • Staff to create and distribute the menus for posting to the website Obstacles: <ul style="list-style-type: none"> • All nutritional information may not be readily available • Not all families may be aware of posting of information on the website

Objective 2: Post in various locations on the website, health and wellness information to include nutrition information, SmartSnacks guidelines, as well as past and future changes as a result of the Healthy, Hunger Free Act, 2010.

Action Steps	Methods for Measuring Implementation
District Nutrition Director to develop or seek materials for posting to the website with new information posted in August, October, January, and March.	Baseline or benchmark data points: <ul style="list-style-type: none"> • The nutrition materials currently posted to the website • The current schedule for changing items posted to the website Resources needed: <ul style="list-style-type: none"> • Materials that could be posted to the website • Staff to create and post materials to the website Obstacles: <ul style="list-style-type: none"> • Availability of nutritional materials • Time to cull through materials for posting to website

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]

The District will implement the nutrition services and health education component through instruction of the essential knowledge and skills related to nutrition and health and the Great Body Shop program, a program approved by the Texas Education Agency, in the District’s physical education, health education, and science courses.

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

GOAL: The District shall provide professional development so that teachers and other staff responsible for the nutrition education program are adequately prepared to effectively deliver the program.	
Objective 1: 100% of physical education teachers in the District will meet together at least one time each school year.	
Action Steps	Methods for Measuring Implementation
Create a physical education team to review current programming to include FitnessGram results and identify program enhancements, district-wide.	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • FitnessGram data points <p>Resources needed:</p> <ul style="list-style-type: none"> • Person to lead discussion with all physical education staff in the district • FitnessGram data <p>Obstacles:</p> <ul style="list-style-type: none"> • No current system exists to pull all physical education teachers together for program enhancements, district-wide • Physical education teachers not currently reviewing or discussing district-wide data for program enhancements

Objective 2: One hundred percent of students will have access to drinking water at all times during the school day.	
Action Steps	Methods for Measuring Implementation
<p>Include in beginning of year professional development training for staff notice that students are permitted to carry personally owned water bottles.</p> <p>Annually publish notice about students permitted to carry personally owned water bottles.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> Documentation from the Child Nutrition Department that water was available during meal periods as required by federal standards and that students were informed of water bottle policy. <p>Resources Needed:</p> <ul style="list-style-type: none"> Easily accessible water fountains Water container, upon request, for students who do not have their own <p>Obstacles:</p> <ul style="list-style-type: none"> For students who do not have water containers, teachers will need to develop procedures regarding when a student would be permitted to get water from a fountain

GOAL: The District shall support the establishment and maintenance of school gardens.	
Objective: Culinary Arts students will have access to fresh foods from the garden to support their culinary instructional experiences.	
Action Steps	Methods for Measuring Implementation
<p>Child Nutrition Director will share Farm to School grant information and other resources to support school garden programs.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> One school garden exists at Robert G. Cole Middle and High School <p>Resources needed:</p> <ul style="list-style-type: none"> Farm to School grant application from the Office of Commodity Food Systems Training and technical assistance <p>Obstacles:</p> <ul style="list-style-type: none"> Access to JBSA – Fort Sam Houston School District

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]

The District will meet the required physical activity in elementary school (K – 5) by providing at least 30 minutes per day (or 135 minutes per week) of recess/PE, weather permitting.

At the middle school level, the District will require students, unless exempt because of illness or disability, to be enrolled in physical education or athletics courses each semester in grades six, seven, and eight.

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

GOAL: The District shall make appropriate training and other activities available to District employees in order to promote enjoyable, lifelong physical activity for District employees and students.	
Objective 1: The District shall promote local and school sponsored physical activity events and family / community physical events.	
Action Steps	Methods for Measuring Implementation
Identify and promote local and school sponsored events to students and staff.	Baseline or benchmark data points: <ul style="list-style-type: none"> Number of student and staff participation in events compared to previous years. Resources needed: <ul style="list-style-type: none"> Adequate number of staff necessary to monitor school sponsored events Obstacles: <ul style="list-style-type: none"> Response rate of staff to participate and monitor scheduled events
Objective: 2 After receiving professional development, at least 60% of teachers districtwide who respond to a survey will report that physical activity breaks were regularly incorporated into lessons.	
Action Steps	Methods for Measuring Implementation
Identify and schedule professional development related to the importance of physical activity breaks.	Baseline or benchmark data points: <ul style="list-style-type: none"> Percent of teachers who report integrating physical activity breaks on a regular basis compared to the previous school year Resources needed: <ul style="list-style-type: none"> Creation and dissemination of a survey to District teachers Time and money for training during professional development days. Obstacles: <ul style="list-style-type: none"> Validity of self-reports

GOAL: The District shall encourage parents to support their children’s participation, to be active role models, and to include physical activity in family events.	
Objective: 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.	
Action Steps	Methods for Measuring Implementation
Encourage each campus administrator to develop a list of ideas and organize the event.	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Self-reports of campus administrators about events • Participation rates from year to year <p>Resources needed:</p> <ul style="list-style-type: none"> • Timeline and mechanism for the self-report about the events • Informational materials about the event to distribute to students and parents <p>Obstacles:</p> <ul style="list-style-type: none"> • Staff time • Participation rates may be low

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.

GOAL: The District shall promote wellness for students and their families at suitable District and campus activities.	
Objective: Concession vendors at school sponsored events are encouraged to offer at least one food and beverage that is considered healthy.	
Action Steps	Methods for Measuring Implementation
Vendors are given information that the District encourages them to incorporate healthy food choices in their menu.	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Self-reports by administration whether this standard was met consistently during events. <p>Resources needed:</p> <ul style="list-style-type: none"> • A list of possible healthy choices that vendors could offer <p>Obstacles:</p> <ul style="list-style-type: none"> • Difficult to actively and accurately measure

GOAL: The District shall promote employee wellness activities and involvement at suitable District and campus activities.	
Objective 1: The District will utilize its health insurance provider to encourage wellness by communicating the preventive services and wellness challenges promoted.	
Action Steps	Methods for Measuring Implementation
<p>Work with the District's health insurance providers to determine any services which would be covered.</p> <p>Provide/distribute materials and methods to share information about services and wellness challenges with employees.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Documentation of when and how information was shared with employees <p>Resources needed:</p> <ul style="list-style-type: none"> • List of preventive services covered by insurance <p>Obstacles:</p> <ul style="list-style-type: none"> • Coverage may change • Participation rates of those who are willing to self-report may be low
Objective 2: The District will promote health and wellness at meetings by offering at least one food and beverage that is considered healthy.	
Action Steps	Methods for Measuring Implementation
<p>Work with campus administrators and professional development coordinator to incorporate a healthy food and beverage option at district or campus sponsored events for staff.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Documentation of when and how information was shared <p>Resources needed:</p> <ul style="list-style-type: none"> • Alliance Product Calculator (Smart Snacks Calculator) by Alliance for Healthier Generation <p>Obstacles:</p> <ul style="list-style-type: none"> • Choices are more limited

WELLNESS PLAN ANNUAL REPORT and TRIENNIAL ASSESSMENT
SCHEDULE

Year	Annual Report to Board of Trustees	Triennial Assessment
2016-17	√	
2017-18	√	
2018-19	√	√
2019-20	√	
2020-21	√	
2021-22	√	√
2022-23	√	
2023-24	√	
2024-25	√	√