

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: <ol style="list-style-type: none"><li data-bbox="552 945 1443 1050">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.<li data-bbox="552 1071 1443 1239">2. Listing in the student handbook the 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 Director of Administrative Services 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 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:

- A district-developed self-assessment (link to SHAC webpage)
- Interviews with campus principals or designees
- Fitness Gram results
- Feedback from community, parents, staff, and students

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 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 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, (midnight until 30 minutes past the last bell) 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)] Campus principals will submit exemption dates and activities to the Director of Child Nutrition at least one week prior to the activity date for review.

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 the Reimbursable Analysis from the child nutrition department to the TDA, reviewing foods and beverages that are sold in competition with the regular school meals, and reviewing items sold as part of approved District fundraisers.

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 each school year.	
Action Steps	Methods for Measuring Implementation
Distribute brochure regarding school food programs within first two weeks of the school year.	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> Participation rates in federal child nutrition programs at beginning, middle, and end of school year <p>Resources needed:</p> <ul style="list-style-type: none"> Development of brochures Personnel to distribute brochures <p>Obstacles:</p> <ul style="list-style-type: none"> Brochures sometimes do not reach parents Many students prefer meal components versus a complete program meal

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: Consistently post in an easily accessible location on the District's or each campus's website the monthly school breakfast and lunch menus, along with the nutritional information of each meal.

Action Steps	Methods for Measuring Implementation
<p>Work with the District and campus child nutrition directors to develop menus that are in compliance with this objective and are designed at least one month in advance.</p> <p>Perform annual menu meeting with cafeteria managers to keep campus menus evolving with regulations and customer expectations</p>	<p>Baseline or benchmark data points:</p> <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 <p>Resources needed:</p> <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 <p>Obstacles:</p> <ul style="list-style-type: none"> • All nutritional information may not be readily available • Not all families have internet access

GOAL: The District shall ensure that food and beverage advertisements accessible to students during the school day depict only products that meet the federal guidelines for meals and competitive foods.

Objective 1: One-hundred percent of the exterior displays on vending machines available for student use during the school day will be Smart Snacks compliant.

Action Steps	Methods for Measuring Implementation
<p>Assign a District administrator to communicate this expectation to all campus principals.</p> <p>Identify vending machines that require adjustments to exterior displays.</p> <p>Work with Vendors to provide alternative exterior displays.</p> <p>Document whether the 100 percent objec-</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • As reported by campus principals, the percent of vending machines with exterior advertisements that are not Smart Snacks compliant at the beginning and end of the school year <p>Resources needed:</p> <ul style="list-style-type: none"> • Alternative exterior displays

tive was met.	<p>Obstacles:</p> <ul style="list-style-type: none"> Identifying vending machines that are only used outside of the school day and whether any advertisements are accessible to students during the day Existing contractual provisions in vendor contracts
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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 CATCH 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.

<p>GOAL: The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.</p>	
<p>Objective 1: One-hundred percent of high school students in each four-year cohort will complete one-half credit health education as an elective.</p>	
Action Steps	Methods for Measuring Implementation
<p>Inform high school counselors that health education is a required elective in the development of four-year graduation plans for all students.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> Percentage of each four-year cohort who successfully complete health as an elective <p>Resources needed:</p> <ul style="list-style-type: none"> Certified staff to teach the course Four-year plans to accommodate health as an elective <p>Obstacles:</p> <ul style="list-style-type: none"> Finding another elective to finish credit

	for full elective for the year.
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GOAL: The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.	
Objective 1: 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 the Student Handbook that students are permitted to carry personally owned water bottles.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> Documentation from the school 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 Guidance/signs on any locations where water bottles may not be permitted <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 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: All child nutrition job descriptions will be updated to require at least the minimum qualifications as required by federal law	
Action Steps	Methods for Measuring Implementation
<p>Child Nutrition Director will review and update current job descriptions for child nutrition positions.</p> <p>CATCH training for applicable staff members</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> The number of job descriptions that were revised during the school year <p>Resources needed:</p> <ul style="list-style-type: none"> The current minimum qualifications of child nutrition staff

	<p>Obstacles:</p> <ul style="list-style-type: none"> • Sharing of job descriptions
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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 grades by providing physical education classes to all elementary students in grades K-5.

At the middle school level, the District will require students, unless exempted because of illness or disability, to be enrolled in physical education or athletics courses for at least five out of the six semesters in grades six, seven, and eight.

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.

<p>GOAL: The District shall provide appropriate staff development and encourage teachers to integrate physical activity into the academic curriculum where appropriate.</p>	
<p>Objective 1: After receiving appropriate staff development, at least 60 percent of District teachers who respond to a survey will report that physical activity breaks were regularly incorporated into their lessons.</p>	
Action Steps	Methods for Measuring Implementation
<p>Determine appropriate in-service days in which teachers will receive staff development related to the importance of physical activity breaks or “brain breaks.”</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Percentage of teachers who report integrating physical activity breaks on a regular basis compared to the previous school year <p>Resources needed:</p> <ul style="list-style-type: none"> • Creation and dissemination of a survey to District teachers • Time for training during in-service days

	<p>Obstacles:</p> <ul style="list-style-type: none"> • Validity of self-reports
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<p>GOAL: The District shall make appropriate before-school and after-school physical activity programs available and shall encourage students to participate.</p>	
<p>Objective 1: At least one campus will implement a before or after school physical activity program each year.</p>	
Action Steps	Methods for Measuring Implementation
<p>Identify any campuses currently offering such programs and have staff from those campuses share information at a District-wide staff event.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Number and type of programs offered compared to the previous school year • Student participation rates in the program from year to year <p>Resources needed:</p> <ul style="list-style-type: none"> • Support from campus administrators and employees to provide supervision for these programs • Educational materials to explain the program to students and parents <p>Obstacles:</p> <ul style="list-style-type: none"> • Staffing

<p>GOAL: The District shall make appropriate training and other activities available to District employees in order to promote enjoyable, life-long physical activity for District employees and students.</p>	
<p>Objective 1: The district will shall offer a free or low-cost health assessment to employees at least once per year.</p>	
Action Steps	Methods for Measuring Implementation
<p>Seek out providers for this service on behalf of the District.</p> <p>Contract with an entity to provide the service.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • The number of employees who participated compared to the previous school year <p>Resources needed:</p> <ul style="list-style-type: none"> • District publications and correspondence to advertise the service <p>Obstacles:</p>

	<ul style="list-style-type: none"> • Participation rates may be minimal if the service is only provided at one location rather than at the worksite of an employee
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<p>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.</p>	
<p>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.</p>	
Action Steps	Methods for Measuring Implementation
<p>Develop a list of ideas to submit to campus administrators to meet this objective. Assign a campus administrator to organize the event.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Self-reports of campus administrators about the events • Participation rates from year to year <p>Resources needed:</p> <ul style="list-style-type: none"> • 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 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.

[Coordinate the goals listed in this section with those listed in FFA(LOCAL).]

GOAL: The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.	
Objective 1: All campuses will build their master schedules to allow for at least ten minutes to eat breakfast and 10 minutes to eat lunch, from the time a student receives his or her meal and is seated.	
Action Steps	Methods for Measuring Implementation
Evaluate current meal time allowances by campus. Work with campus administrators to adjust master schedules as necessary.	Baseline or benchmark data points: <ul style="list-style-type: none"> The number of campuses that currently meet the standard compared to the previous school year Resources needed: <ul style="list-style-type: none"> Average time it takes for students to receive a meal and be seated Obstacles: <ul style="list-style-type: none"> Master schedules take into account several issues, only one of which will be meal times

GOAL: The District shall promote wellness for students and their families at suitable District and campus activities.	
Objective 1: At each athletic event sponsored by the District at which food and beverages are sold, each concession vendor will offer at least one food and beverage that meets the Smart Snacks standards.	
Action Steps	Methods for Measuring Implementation
Communicate this objective with appropriate organizations and booster clubs responsible for concession sales in the District. Require concession vendors to provide a list of their concession items in advance of events.	Baseline or benchmark data points: <ul style="list-style-type: none"> Self-reports by administration whether this standard was met consistently during the year on the campus Resources needed: <ul style="list-style-type: none"> A list of Smart Snacks compliant foods and beverages to distribute to organizations and booster clubs that are responsible for concession sales Obstacles: <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 preventative services covered at 100 percent during each open enrollment period.

Action Steps	Methods for Measuring Implementation
<p>Work with the District's health insurance provider to determine what services are covered at 100 percent.</p> <p>Develop materials and identify methods to share information about services 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. • General reports from health insurance provider showing use of services <p>Resources needed:</p> <ul style="list-style-type: none"> • A list of preventive services covered at 100 percent <p>Obstacles:</p> <ul style="list-style-type: none"> • Participation rates of those who are willing to self-report may be low