

## **Manor ISD Wellness Plan**

Manor Independent School District is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we need to create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

This plan outlines the District's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this plan establishes goals and procedures to ensure that:

- Students in the District have access to healthy foods throughout the school day – both through reimbursable school meals and other foods available throughout the school campus – in accordance with Federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active before, during and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of the District in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- The District establishes and maintains an infrastructure for management, oversight, implementation, communication about and monitoring of the Wellness plan and its established goals and objectives.

These guidelines apply to all students, staff and schools in the District. Specific measurable goals and outcomes are identified within each section below.

The District will coordinate the wellness policy with other aspects of school management, including the District's School Improvement Plan, when appropriate.

### **School Health Advisory Council**

#### *Committee Role and Membership*

The District will convene a School Health Advisory Council (SHAC) that meets at least four times a year establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this district-level wellness plan.

The SHAC on behalf of the District, will review and consider evidence-based strategies and techniques and shall develop nutrition guidelines and wellness goals as required by law. In the development, implementation, and review of these guidelines and goals, the SHAC will permit participation by parents, students, representatives of the District's food service provider, physical education teachers, school health professionals, members of the Board, school administrators, and members of the public.

## Leadership

The Superintendent or designee(s) will convene the SHAC and facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the plan.

Name	Title / Relationship to the School or District	Email address	Role on Council
Jane Doe	Community Member	ImaExample@community.org	Assists in the evaluation of the wellness policy implementation

Each campus will designate a school wellness plan point of contact.

## Wellness Plan Implementation, Monitoring, Accountability and Community Engagement

### *Implementation Plan*

Manor ISD will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness plan. The plan will delineates roles, responsibilities, actions and timelines.

This wellness plan and policy can be found on the School Health Advisory Council site:

[http://www.manorisd.net/apps/pages/index.jsp?uREC\\_ID=172114&type=d&pREC\\_ID=467192](http://www.manorisd.net/apps/pages/index.jsp?uREC_ID=172114&type=d&pREC_ID=467192)

### *Recordkeeping*

- The District will retain the following records to document compliance with the requirements of the wellness policy:
- The written wellness policy;
- Documentation demonstrating that the policy has been made available to the public;
- Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;
- Documentation to demonstrate compliance with the annual public notification requirements;
- The most recent assessment on the implementation of the local school wellness policy;
- Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.
- Annual Notification of Policy/Plan

Manor ISD will actively inform families and the public each year of basic information about this policy/plan, including its content. The District will make this information available via the district website and/or district-wide communications. The District will provide as much information as possible about the school nutrition environment. This will include a summary of the District's events or activities related to wellness plan implementation. Annually, the District will also publicize the name and contact information of the district officials leading and coordinating the School Health Advisory Council, as well as information on how the public can get involved with the school wellness committee.

#### *Triennial Progress Assessments*

At least once every three years, the District will evaluate compliance with the wellness policy and plan to assess the implementation of the policy and include:

- The extent to which schools under the jurisdiction of the District are in compliance with the wellness policy/plan;
- A description of the progress made in attaining the goals of the District's wellness policy.
- Revisions and Updating the Policy
- The wellness policy will be assessed and updated as indicated at least every three years through the School Health Advisory Council and the Superintendent of Schools.

#### **Community Involvement, Outreach and Communications**

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of SHAC and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or displaying notices on the district's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy/plan.

The District will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

#### **Nutrition**

##### *School Meals*

Manor ISD is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams trans fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). The District also operates additional child nutrition programs, including the Summer Food Service Program (SFSP) and the Afterschool Care Program (ASCP). All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations (The District offers reimbursable school meals that meet USDA nutrition standards).

In addition:

- Menus will be posted on the District website or individual school websites, and will include nutrient content.
- Menus will be created/reviewed by a Registered Dietitian.
- School meals are administered by a team of child nutrition professionals.
- The District Child Nutrition Program will accommodate students with special dietary needs.
- Students are served lunch at a reasonable and appropriate time of day.
- Participation in Federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in their children's school.

### *Nutrition Guidelines*

Manor ISD will ensure that nutrition guidelines for reimbursable school meals shall be at least as restrictive as federal regulations and that all foods sold on campus during the school day meet the federal regulations for USDA Smart Snacks. These standards apply in all locations and through all services where foods and beverages are sold, which may include but are not limited to a la carte options in cafeterias, vending machines, school stores and fundraising sales.

In addition to legal requirements, Manor ISD will:

- Provide teachers with education and guidelines on the use of food as a reward or punishment in the classroom and cafeteria.
- Not use food choices in the school cafeteria as a punishment.
- Consider non-food rewards to be encouraged whenever possible.
- Educate coaches on the importance for athletes to eat after morning exercise routines.
- Encourage non-food fundraisers that promote physical activity such as walk-a-thons, jump rope for heart, fun runs, etc.

### *Staff Qualifications and Professional Development*

The school nutrition program director, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals.

### *Water*

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus. The District will make drinking water available where school meals are served during mealtimes.

In addition:

- Water cups/jugs will be available in the cafeteria if a drinking fountain is not present.
- All water sources and containers will be maintained on a regular basis to ensure good hygiene and health safety standards.

### *Competitive Foods and Beverages*

Manor ISD is committed to ensuring that all foods and beverages available to students on the school campus support healthy eating during the school day. The foods and beverages sold and served outside of the school meal programs (e.g., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

\*School Campus - areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.

\*School Day – the time between midnight the night before to 30 minutes after the end of the instructional day.

### *Fundraising*

A fundraiser is an event that includes any activity during which currency, tokens, tickets or donation for, or other forms of payment are exchanged for the sale or a purchase of a product. This includes payment that is made toward a future purchase.

There is no limit to fundraisers for foods and beverages that meet or exceed the USDA Smart Snacks in Schools Nutrition Standards. Any food and/or beverage items that meet the standards may be sold on the school campus during the school day.

Any food or beverage fundraisers provided during the school day, must be approved by The Food & Nutrition Services Department to ensure Federal compliance. It is recommend that these items be purchased through The Food & Nutrition Services Department.

Exempt Fundraisers: MISD campuses may sell food and/or beverages as part of a fundraiser that do not meet the USDA Smart Snacks in Schools Nutrition Standards during the school day for up to six (6) days per school year. The six days must be set in advance at the beginning of each school year and emailed to The Food & Nutrition Services Department at [Jennifer.Parks@manorisd.net](mailto:Jennifer.Parks@manorisd.net).

Fried foods and sodas (including diet) are prohibited to be sold during any exempt fundraiser.

Any fundraiser where food and/or beverages are sold, must not be sold in competition with school meals service or consumed in the school meal service area.

### *Nutrition Promotion*

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community.

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs.

### *Nutrition Education*

The District will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- Provide students with the knowledge and skills necessary to promote and protect their health;
- Promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasize caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Link with school meal programs, cafeteria nutrition promotion activities, school gardens, and other school foods and nutrition-related community services;
- Include nutrition education training for teachers and other staff.
- Include the Coordinated Approach to Child Health Program (CATCH) Curriculum through grades K-8 and will include the Go, Slow and Whoa! food model.

### *Food and Beverage Marketing in Schools*

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity.

### **Physical Activity**

Manor ISD will implement a coordinated health program, CATCH, at the elementary and middle school campuses and will offer at least the required amount of physical activity for all grades.

The following goals will be addressed for physical activity:•

- To 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.

- To provide appropriate staff development and encourage teachers to integrate physical activity into the academic curriculum where appropriate.
- To encourage students to participate in, as appropriate, before school and after-school physical activity programs available.
- To make appropriate training and other activities available to District employees in order to promote enjoyable, lifelong physical activity for District employees and students.
- To encourage parents to support their children's participation, to be active role models, and to include physical activity in family events.
- To encourage students, parents, staff, and community members to use the District's recreational facilities, such as tracks, playgrounds, and the like, that are available outside of the school day.
- To ensure that physical activity is not used as a means of punishment.
- To provide physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment for any reason

### **Physical Education**

Manor ISD will provide students with physical education, using an age-appropriate, sequential physical education (CATCH) curriculum consistent with the state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts. The curriculum will support the essential components of physical education.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

*Elementary School* students will receive 30 minutes of moderate or vigorous physical activity a day or 135 minutes per week.

*Middle School* students enrolled in grade levels six, seven, and eight will participate in moderate or vigorous daily physical activity for at least 30 minutes for at least four semesters during those grade levels as part of the district's physical education curriculum.

*High School* students must earn 1.0 PE credit to satisfy graduation requirement.

### **Recess (Elementary)**

All elementary schools will offer at least 20 minutes of recess on all days during the school year

Outdoor recess will be offered when weather is feasible for outdoor play.

In the event that the school or district must conduct indoor recess, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable.

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

### **Before and After School Activities**

Manor ISD will offer opportunities for students to participate in physical activity either before and/or after the school day (or both) through a variety of methods. The District will encourage students to be physically active before and after school through interscholastic and afterschool opportunities

### **Community Partnerships**

Manor ISD will develop relationships with community partners in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

### **Community Health Promotion and Family Engagement**

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

The District will use electronic mechanisms (e.g., email or displaying notices on the district's website), as well as non-electronic mechanisms, (e.g., newsletters, presentations to parents or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

### **Staff Wellness and Health Promotion**

A staff wellness subcommittee that focuses on staff wellness issues will identify and disseminate wellness resources and performs other functions that support staff wellness in coordination with human resources staff.

### **Professional Learning**

When feasible, Manor ISD will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

