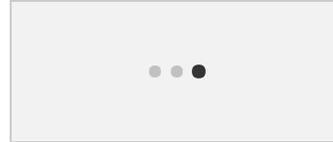


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**Date of Revisions: June 26, 2017**



## **533 WELLNESS POLICY**

### **I. PURPOSE**

The purpose of this policy is to equip all students with the knowledge to contribute to their life-long personal wellness, through the promoting of nutritional habits, physical activity, and social-emotional development.

### **II. GENERAL STATEMENT OF POLICY**

The Brooklyn Center Community Schools District 286 establishes and maintains an infrastructure for management, oversight, implementation, communication, and monitoring of the District Wellness Policy and its goals and objectives.

- A. The District School Board recognizes that educational success is influenced by a holistic approach to learning.
- B. The District Superintendent will oversee the site administration's implementation of the District Wellness Policy.
- C. District administration will establish and maintain a District Wellness Committee. The committee will consult with the District Wellness Coordinator to annually plan, review and provide implementation support for the District's Wellness Policy. The committee will develop, promote and oversee a multifaceted plan to promote student, staff, and community health and wellness. Input to the committee will come from students, parents, staff and community partners. The committee will be comprised of members representing multiple sites and positions within the district and interested community partners. The committee will meet on a monthly basis during the calendar year.
- D. School district employees will protect and provide access to students' well-being and ability to learn by promoting and supporting research-based nutritional habits, physical activity, and social-emotional development within the school and school related activities.

### III. GUIDELINES

#### A. Nutrition

##### 1. Food and Beverages

###### a. **Food and Beverage Guidelines:**

- i. Food and beverages distributed or sold to students at any district site (including classrooms, concessions, vending, beverage contracts, fundraisers, a la carte and cafeteria items), will be consistent with the current USDA Dietary Guidelines for Americans, Smart Snacks Guidelines, and Federal Register. State and local food safety and sanitation regulations must be followed for all provided foods and beverages. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines will be followed. The District Wellness Coordinator and the Food Service Manager will collaborate to monitor this.
  - ii. For the safety and security of the food and facility, access to district Food Service kitchens is limited to Food Service and authorized personnel.
  - iii. Under the guidance of the Food Services Manager, food service personnel will ensure that students access to foods and beverages from the district kitchens meets or exceeds all federal, state, and local laws and guidelines, including local food safety and security guidelines.
- b. **Portions Sizes:** Food and beverages will be offered in portion sizes age-appropriate for elementary, middle, and high school students, respectively according to USDA regulations and guidelines.
- c. **Snacks:** Snacks provided during the school day and out-of-school time programs will emphasize vegetables, fruits, whole grains, and dairy and will be consistent with the current USDA Dietary Guidelines for Americans, Smart Snacks Guidelines, and Federal Register.
- d. **Water:** Water that is free, safe, and unflavored will be available to all students throughout the school day and out-of-school time. The District will make drinking water available where school meals are provided. Students will be allowed to bring and carry clear, capped containers filled only with water throughout the day.
- e. **Field Trips:** When field trips occur during a scheduled lunch period, lead staff will collaborate with Food Services to provide students the option of bag lunches.
- f. **Incentives:** Rewards and incentive items will not include food or beverages. Conversely, withholding food or beverages as a form of punishment is not allowed. See the District wellness webpage for a list of approved non-food or beverage incentives or rewards.
- g. **Celebrations:** (for example, birthday and classroom celebrations): An emphasis on activities and non-food or

beverage items are expected for celebrations. If foods and beverages are provided during school celebrations they will be consistent with the current USDA guidelines for Americans, [Smart Snacks Guidelines](#), and Federal Register, with an expectation on fruits and vegetables as the primary snacks and water as the primary beverage. See the [District wellness webpage](#) for resources listing activities, items, and foods or beverages approved for classroom celebrations.

## 2. **Food Distribution**

- a. **Data Privacy:** All district employees and partners will protect the data privacy of our students as it relates to health and wellness, in accordance with the Health Insurance Portability and Accountability Act ([HIPPA](#)) and the Family Educational Rights and Privacy Act ([FERPA](#)). For example, to ensure confidentiality of financial status, the school district will utilize an electronic identification and payment system; and student names will not be included in any email containing a student's personal health and wellness information.
- b. **Environment/Safety**
  - i. Site administration will provide access to handwashing or hand sanitizing before they eat meals or snacks.
  - ii. School staff and partners will discourage students from sharing their foods or beverages, given concerns about allergies, dietary restrictions, and sanitary reasons.
  - iii. Site administration will ensure a supervised and sensory appropriate eating environment that provides enough space for seating all students.
  - iv. All foods made available on school sites will comply with the state and local food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines are implemented to prevent food illnesses in schools.
- c. **Meal Timing:** Site administration will make every effort to schedule meal periods at appropriate times and provide students with sufficient time to eat meals. Brooklyn Center School District:
  - i. Site administration will discourage tutoring, clubs, or organizational meetings and activities during mealtimes, unless students may eat during such activities.
  - ii. See the [District wellness webpage](#) for resources on school meal time best practices.
- d. **School Breakfast:** Site administration will ensure that students have access to breakfast at school. According to regulations, and to the extent possible, the site administration will do the following:

- i. Coordinate with the Food Services Manager to provide the School Breakfast Program.
- ii. Notify parents/guardians and students of the availability of the School Breakfast Program.
- iii. Arrange bus schedules and utilize methods to provide school breakfasts that encourage participation, including breakfast in the classroom or cafeteria, or providing “grab-and-go” breakfast.

### 3. Events

- a. **Fundraisers:** Use of non-food items, physical activity, and academic pursuits will be the expectation for fundraisers. If food and beverages are used for fundraisers, items will be consistent with the current USDA guidelines for Americans, Smart Snacks Guidelines, and Federal Register, while following food safety regulations. See the District wellness webpage for resources listing approved fundraiser options.
- b. **School Sponsored Events:** (for example, family events, athletic events, dances, or performances). Foods and beverages provided during school-sponsored events will be consistent with the current USDA guidelines for Americans and Federal Register, with an expectation on providing Smart Snacks Guidelines compliant foods as the primary snacks and water as the primary beverage. See the District wellness webpage for resources listing approved foods and beverages.

### 4. Nutrition Education and Promotion

- a. **Farm to School:** The school district practices will support Farm to School programs. This programming will provide students with nutritious foods and promote healthier lifelong eating patterns; support the local economy and local farmers; and teach students about the origins of their foods and how their food is grown. Farm to School programming will be supported by:
  - i. The District Director of Operations will allow and assign location of school gardens on district property.
  - ii. District administration will make efforts to dedicate resources (e.g. tools, materials, volunteer hours, etc.) to build and manage school garden programming.
  - iii. The Food Services Manager will incorporate local or regional products into the school food and nutrition program.
  - iv. Resources will be available through the District Farm to School Coordinator, for classroom agriculture and nutrition lessons and field trips to local farms.
- b. **Smarter Lunchroom Strategies:** District Food Services will implement Smarter Lunchroom Strategies with the support of the District Wellness Coordinator and the Farm to School Coordinator.

### 5. Food Service Personnel

- a. Qualified food service staff will provide access to a variety of nutritious and appealing foods that meet the current USDA

Dietary Guidelines for Americans, [Smart Snacks Guidelines](#), and Federal Register. Meal planning accommodations will be made for medical, religious, ethnic, and cultural diversity.

- b. The Food Services Manager will be responsible for the school district's meals programs provided through the school food and nutrition program.
- c. All Food Service staff will meet hiring standards and annual continuing education/training requirements as per the [USDA Professional Standards for School Nutrition Professionals](#). The school district will provide and/or communicate opportunities for continuing professional development for all food service staff.

## **B. Physical Activity**

1. **Physical Education (P.E.) K-12.** P.E. or adaptive P.E. and health instruction will be available for kindergarten - 12, as per [MDE Health and Physical Education Guidelines](#).
  - a. Alternate activities (i.e. interscholastic, intramural sports or recess) will not be substituted for meeting physical education requirements.
  - b. See the [District wellness webpage](#) or contact the District Wellness Coordinator for resources on integrating physical activity and health concepts into the school day.
2. **Physical Activity Before, During and After the School Day.**
  - a. **Classroom Movement Activities:** Students will be provided with short movement breaks (Active Classroom, mindful movement, brain breaks, etc.) as appropriate. The District Wellness Coordinator will have resources available for classroom teachers and staff to implement movement options.
  - b. **Recess:** Elementary school students will have daily supervised recess; middle school students will have a minimum of one recess day per week. Recess will take place outdoors when weather permits. Physical activity during recess will be encouraged by recess staff. See the [District wellness webpage](#) for resources to support activities for indoor recess.
  - c. **Physical Activity Opportunities Before and After School:** All students will have access to district-sponsored extracurricular physical activity programs and/or interscholastic sports programs.
  - d. **School Age Care Programs:** On-site child care programs will include movement breaks (Active Classroom, mindful movement, etc.), as appropriate.

3. **Physical Activity as Negative Consequence.** Withholding physical activity as a negative consequence is not allowed. Additionally, staff and partners will not use physical activity as a negative consequence.
4. **Active Transportation.** The District will support use of active transportation by students in the following ways:
  1. Provide bike racks or secure storage for bikes.
  2. Work with local city officials to designate preferred routes to school.
  3. Promote walk and bike to school days events.
5. **Facilities Use Outside of School Hours.** Opportunities will be available for staff, students, community members, and partners to use some site facilities for physical activity. The use of site facilities beyond the school day will be consistent with state law and district policies and procedures.

**C. Additional Wellness Topics**

1. **Data Privacy** The data privacy of all students, staff and community partners will be protected as it relates to health and wellness, in accordance with the Health Insurance Portability and Accountability Act (HIPPA) and the Family Educational Rights and Privacy Act (FERPA).
2. **Chemical Health**
  - a. **Chemical Dependency:** Students with chemical dependency will not have their student status affected for seeking and/or accepting diagnosis and treatment. School staff will assist with appropriate on-site or off-site referrals in regards to students' chemical health needs. This policy shall in no way limit the application and authority of the school district pursuant to the Pupil Fair Dismissal Act.
  - b. **Tobacco-Free Campus:** Tobacco use or any product packaged for the simulation of smoking is prohibited on school property and at off-site school-sponsored events.
3. **Mental Health**
  - a. **Students:** School staff will assist with appropriate on-site or off-site referrals in regards to students' mental health needs.
  - b. **Classroom:** Staff will be encouraged to use strategies in the classroom that can positively impact a student's mental health, including but not limited to, exercises around mindfulness, mindful movement, active classrooms, or brain breaks. Research supports that these activities are positively correlated with academic outcomes. The dosage of these activities should not take away from required curricula or total time on task.
4. **Sexual Health** Formal or informal interactions with students around sexual health topics, students will be provided with unbiased, non-judgemental, and scientifically accurate information. Staff will not share their personal values or personal experiences as they relate to sexual health. Alternatively, staff can

refer student questions and concerns to health professionals in the school.

5. **Environmental**

- a. **Fragrances:** We recognize that exposure to scented products in the environment can directly impact the health of individuals. The district will encourage a fragrance-controlled environment; the use of scented products by employees and students is discouraged. This includes products that produces a scent strong enough to be perceived by others, including but not limited to colognes, perfumes, after-shave products, air fresheners, soap, and other personal products.
- a. **Products:** Any cleaning products used by staff will be expected to have lower toxic loads. Supplies used for classroom projects will be environmentally friendly.

6. **Staff Wellness**

- a. The District's Wellness Committee will plan and implement seasonal activities that support personal wellness.
- b. District staff will support the wellness policy in the workplace, including modeling healthy nutrition, physical activity and practicing general wellness behaviors.
- c. Break time and a location will be provided for at least one year for a nursing mother as per the U.S. Department of Labor Fair Labor Standards Act.
- d. The weight room at Brooklyn Center Secondary will be available for staff use following established guidelines when it does not impede student use.

D. **Promotion and Marketing**

1. Staff food and beverage vending machines will not be accessible to students on district sites.
2. The District intends to protect and promote student's health and will work to minimize commercial distractions; therefore, marketing is permitted only for distributed foods and beverages that meet the Smart Snacks Guidelines. Marketing is defined as advertising and other promotions in schools. Food and beverage marketing includes oral, graphic, or written statements made for the purpose of promoting the sale of the food or beverage product.
3. School displayed and distributed advertising messages are consistent with and reinforce the objectives of the District Wellness Policy (ex. products that may not be sold or distributed in the school may also not be marketed in the school). This includes brand names, trademarks, logos, etc. on school equipment, posters, mailings, and any other materials.

IV. **MONITORING AND EVALUATION**

- A. The District Wellness Coordinator will monitor the implementation of the District Wellness Policy and report to the District Superintendent. Members of

the District Wellness Committee will evaluate the policy. After the policy is evaluated, the District Wellness Committee will revise the policy, as needed. All revisions will be presented to the District Policy Committee and approved by the District School Board.

- B. The District Wellness Policy will be assessed and evaluated a minimum of once every three years. The District Wellness Coordinator will oversee the WellSAT assessment. Further policy evaluation will be conducted as per partner and grant requirements. School site-specific wellness goals will be developed and implemented annually and will be available on the District wellness webpage.
- C. An annual report of the District Wellness Policy guidelines' compliance will be written by the District Wellness Coordinator and given to the District Superintendent and School Board.

**V. COMMUNICATIONS WITH COMMUNITY**

- A. The District Wellness Policy, the resource documents and the annual school site goals will be made available to school families and the broader community through electronic sources (on the District wellness webpage, via email) and/or non-electronic sources (mailings, presentations).
- B. The District Wellness Coordinator will provide support to families and community members about personal nutrition, physical activity and wellness, through information and resources.
- C. When applicable and appropriate, staff are encouraged to discuss health and wellness topics that align with the District Wellness Policy in their classrooms and with parents.
- D. The district realizes the importance of input from community members. Participation by community members supports the wellness of the students, staff, and the broader community. Community participation with wellness policy implementation, updates and review is encouraged through involvement on the wellness committee. The need for such involvement will be stated on the district website and through related district meetings, mailings and advertising.
- E. The District Wellness Coordinator is available to answer questions or concerns regarding the District Wellness Policy.

***Legal References:***

- 42 U.S.C. § 1751 *et seq.* (Richard B. Russell National School Lunch Act)
- 42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)
- P.L. 108-265 (2004) § 204 (Local Wellness Policy)
- 7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
- 7 C.F.R. § 210.10 (School Lunch Program Regulations)
- 7 C.F.R. § 220.8 (School Breakfast Program Regulations)

***Additional References and Associations involved:***

Action for Healthy Kids Minnesota, [www.actionforhealthykids.org](http://www.actionforhealthykids.org)  
Alliance for Healthier Generation, [www.healthiergeneration.org](http://www.healthiergeneration.org)  
Centers of Disease Control and Prevention, [www.cdc.gov](http://www.cdc.gov)  
Hennepin County Public Health,  
<http://www.hennepin.us/publichealthpromotion>  
Minnesota Department of Education, [www.education.state.mn.us](http://www.education.state.mn.us)  
Minnesota Department of Health, [www.health.state.mn.us](http://www.health.state.mn.us)  
U.S. Dept. of Agriculture, [www.usda.gov](http://www.usda.gov)  
U.S. Dept. of Education, [www2.ed.gov](http://www2.ed.gov)  
U.S. Dept. of Health and Human Services, [www.hhs.gov](http://www.hhs.gov)  
U.S. Dept. of Labor, [www.dol.gov](http://www.dol.gov)  
U.S. Food and Drug Administration,  
[www.fda.gov/food/guidanceregulation/haccp/](http://www.fda.gov/food/guidanceregulation/haccp/)

***Cross References:***

Policy 417 (Chemical Use\_Abuse)  
Policy 418 (Drug Free Workplace\_Drug Free School)  
Policy 419 (Tobacco Free Environment)  
Policy 511 (Student Fundraising)