

**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; 7 C.F.R. Part 210]

**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 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 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 the results of an assess-

ment 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."

---

Annually, the District will notify the public about the content and implementation of the wellness policy and plan and any updates to these materials.

---

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 this analysis:

- Smarter Lunchrooms' website (<https://healthymeals.nal.usda.gov/healthierus-school-challenge-resources/smarter-lunchrooms>)
- *Well SAT 2.0*
- *FND-105*

**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 FFA(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.

---

<b>RECORDS RETENTION</b>	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 records management officer.
<b>GUIDELINES AND GOALS</b>	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).
<b>NUTRITION GUIDELINES</b>	<p>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.</p> <p>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.</p>
<b>FOODS AND BEVERAGES SOLD</b>	<p>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:</p> <ul style="list-style-type: none"><li>• <a href="http://www.fns.usda.gov/school-meals/nutrition-standards-school-meals">http://www.fns.usda.gov/school-meals/nutrition-standards-school-meals</a></li><li>• <a href="http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks">http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks</a></li></ul>

- <http://www.squaremeals.org/Publications/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 beverage is sold as part of a District fundraiser. [See CO(LEGAL)]

The District will allow the following exempted fundraisers for the 2018-2019 school year:

<b>Campus or Organization</b>	<b>Food / Beverage</b>	<b>Number of Days</b>
Odem Elementary School	Concession Stand:	
	Elementary Field Day	1
	Kinder Field Day	1
	Dodge Ball Tournament	1
Odem Intermediate School	Concession Stand:	
	Field Day	1
	Dodge Ball Tournament	1
Odem Junior High	Concession Stand:	
	Dodge Ball Tournament	1
	Bake Sale	2
	Valentine's Day	1
Odem High School	Concession Stand:	
	Cinco de Mayo	1
	Valentine's Day	1
	Softball Tournament	1
	Baseball Tournament	1
	Dodgeball Tournament	1

---

---

**FOODS AND  
BEVERAGES  
PROVIDED**

There are no federal or state restrictions for foods or beverages provided, but not sold, to students during the school day. However, each school district must set its own standards. 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)]

In addition, the District has established the following local standards for foods and beverages made available to students:

Elementary, Junior High, and High School:

1. Candy will not be allowed at any time during the school day at all grade levels.
2. Foods distributed on all campuses, (except reimbursable meals and those exceptions stated below), during the entire school day will be limited to foods that meet the Smart Snacks in School Nutrition Standards (calories, fat, saturated fat, sodium, sugar, and the general standards.) It is the responsibility of the individual(s) that distribute the foods to ensure all standards are met.
3. Food items given to students as incentives or as a snack, including for state-administered assessment days, must adhere to the Smart Snacks in School Nutrition Standards, with the exception of one day a six week which will be chosen at the discretion of the campus principal.
4. Foods brought by parents/guardians for their child may not be shared with classmates. Classroom birthday parties are exempt from this regulation.
5. Fundraisers intended for consumption at school must adhere to the Smart Snacks in School Nutrition Standards. Fundraisers intended for consumption at home are exempt from this policy, as well as those that occur 30 minutes after the end

of the school day (i.e., School carnivals or fairs).

Note: Campus principals may choose 4 days to be exempt from this regulation. This applies to food that is given freely to students, not food that is sold, which must always comply with the Smart Snacks Nutrition Standards with the exceptions stated above.

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.

The District will ensure that any food and beverage advertisements marketed to students during the school day meet the Smart Snacks standards.

The SHAC will monitor this by:

1. *Annually the School Health Advisory Council will collect data from campus Administrators in the form of a checklist to assess that any food and beverage advertisements marketed to students during the school day meet the Smart Snack Standards.*

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.

<p><b>GOAL:</b> 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.</p>	
<p><b>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.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<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>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• The manner in which the menus and nutrition information are communicated to parents currently</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Staff to create and distribute the menus for posting to the website</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• All nutritional information may not be readily available</li> </ul>
<p><b>Objective 2: The District will research opportunities to offer supplemental food and nutrition programs and will regularly inform families and the community regarding any programs offered by the District.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p>Research food access programs available in the community with which the District could partner( summer meal programs, food pantry programs supported by local area food banks, backpack programs.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• Number of supplemental programs the District currently offers or promotes</li> <li>• The types of food access programs identified and ways the information was communicated to families and the community.</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Partnership with community organizations</li> <li>• Literature to send to families/community</li> </ul> <p>Obstacles:</p>

	<ul style="list-style-type: none"> <li>Limited resources/organizations</li> </ul>
--	---

**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 knowledge at the campus level on meal programs offered on campus and menu offerings resulting in an increase participation in federal child nutrition programs by the end of each school year.

Action Steps	Methods for Measuring Implementation
Distribute menus with nutrition education information and activities monthly to all campuses for incorporation into lesson plans and reinforce the importance of participation in district meal programs. District shall recognize School Breakfast Week and National School Lunch Week annually	Baseline or benchmark data points: <ul style="list-style-type: none"> <li>Participation rates in federal child nutrition programs monthly</li> <li>Monthly Menus available on district website and printed at campuses</li> </ul> Resources needed: <ul style="list-style-type: none"> <li>Monthly menus and monthly meal participation reports.</li> </ul> Obstacles: <ul style="list-style-type: none"> <li>Time limitations</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.



Nutrition education shall be included as a component of Coordinated School Health programs and should be emphasized in health instruction courses in Kindergarten through Eighth grade.

Nutrition education shall include:

1. Catch(Coordinated Approach to Children’s Health) programs, selected for the required coordinated school health programs in Kindergarten through Eighth grade.
2. Age appropriate nutrition education in Elementary schools during physical education classes and in the child nutrition assemblies.
3. Information in health education textbooks and integrated as appropriate into core subjects.
4. Resources, materials, and presentations which shall be available to families, including healthy food preparation, risk factors for poor nutrition, and inactivity.

<b>GOAL: The District shall make nutrition education a District wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.</b>	
<b>Objective 1:</b> The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.	
<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
Identify appropriate events at which nutrition education could be promoted.	Baseline or benchmark data points: <ul style="list-style-type: none"> <li>• The number of events during the school year at which nutrition education was either communicated or distributed</li> </ul> Resources needed:

	<ul style="list-style-type: none"> <li>• A flier to distribute to event attendees</li> <li>• Sample mini-lessons for staff to teach at an event</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• The SHAC may not be aware of all District-sponsored events</li> </ul>
<p><b>Objective 2:</b> District staff will promote consumption of plain un-carbonated water throughout the school day.</p>	
Action Steps	Methods for Measuring Implementation
<p>Include in enrollment and registration materials that students are permitted to carry personally owned water bottles at all times and accessibility of water fountains throughout campuses.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>• 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 being allowed on campus.</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• Easily accessible water fountains</li> <li>• Cups for students who do not have their own water bottles for consumption of water during meal periods</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Staff may not be aware of district goal.</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.]

The following addresses how the District meets the required amount of physical activity:

- *The District will meet the required physical activity requirements at the Elementary School level by providing at least 135 minutes of recess weekly or participation in a Texas Essential Knowledge and Skills (TEKS)-based physical education class or a TEKS based structured activity.*

- The District will meet the required physical activity requirements at the Junior High School level by having students engage in 30 minutes of moderate or vigorous physical activity per day for at least four semesters OR at least 225 minutes of moderate or vigorous physical activity within each two-week period for at least four semesters unless exempted because of illness or disability.
- *The District will meet the required physical activity requirements at the High School level by having the students earn at least 1.0 physical education credit.*

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

<p><b>GOAL:</b> 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.</p>	
<p><b>Objective 1: The District will offer low-cost health assessment to employees at least once per year.</b></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"> <li>The number of employees who participated compared to the previous school year</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>District publications and correspondence to advertise the service.</li> </ul> <p>Obstacles:</p> <p>Participation rates may be minimal if the service is only provided at one location rather than at the worksite of an employee</p>

<p><b>GOAL:</b> The District shall encourage students, parents, staff, and community members to use the District’s recreational facilities, such as tracks, playgrounds, and the like, that are available for use outside of the school day.</p>	
<p><b>Objective 1: Inform the community of the facilities that are available for use outside of the school day by including a statement in at least one District or campus publication, by posting information on the District or campus website, or through the use of appropriate signs.</b></p>	
Action Steps	Methods for Measuring Implementation
<p>Create sample wording to be used in a publication or on a website. Create wording for</p>	<p>Baseline or benchmark data points:</p>

<p>a sign that could be posted at certain facilities.</p> <p>Evaluate appropriate lighting for evening use of facilities.</p>	<ul style="list-style-type: none"> <li>Documentation of publications, website postings, and signs verifying that the information was communicated</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>A list of types and locations of facilities that are available for use in the District</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>Measuring how many people use the facilities</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> The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.</p>	
<p><b>Objective 1: All campuses will build their master schedule to allow for at least 10 minutes to eat breakfast and 20 minutes to eat lunch, from the time a student receives his or her meal and is seated.</b></p>	
<p><b>Action Steps</b></p>	<p><b>Methods for Measuring Implementation</b></p>
<p>Evaluate current meal time allowances by campus.</p> <p>Work with campus administrators to adjust master schedules as necessary.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> <li>The number of campuses that currently meet the standard compared to the previous school year</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>Average time it takes for students to receive a meal and be seated</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>Master schedules take into account several issues, only one of which will be meal times</li> </ul>

**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.**

<b>Action Steps</b>	<b>Methods for Measuring Implementation</b>
<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"> <li>• Documentation of when and how information was shared with employees.</li> <li>• General reports from health insurance provider showing use of services</li> </ul> <p>Resources needed:</p> <ul style="list-style-type: none"> <li>• A list of preventative services covered at 100 percent</li> </ul> <p>Obstacles:</p> <ul style="list-style-type: none"> <li>• Coverage is subject to change</li> <li>• Participation rates of those who are willing to self-report may be low</li> </ul>