

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 District official responsible for oversight of the District’s wellness policy and plan along with an invitation to contact that person with questions or 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 assessment of the implementation of the District’s wellness policy, the extent to which each campus is compliant with the wellness policy, a description of the progress made in attaining the goals of the wellness policy, and the extent to which the wellness policy compares with any state- or federally designated model wellness policies. This will be referred to as the “triennial assessment.”

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>)
- Relevant portions of the WellSat 2.0 (www.wellsat.org)
- A district developed self-assessment

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.

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 Superintendent, the District's designated records management officer.

GUIDELINES AND
GOALS

The following provisions describe the District's nutrition guidelines and activities and objectives chosen by the SHAC to implement the Board-adopted wellness goals in policy FFA(LOCAL).

NUTRITION
GUIDELINES

All District campuses participate in the U.S. Department of Agriculture’s (USDA’s) child nutrition programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). Federal law requires that the District establish nutrition guidelines for foods and beverages sold to students during the school day on each campus that promote student health and reduce childhood obesity.

The District’s nutrition guidelines are to ensure all foods and beverages sold or marketed to students during the school day adhere to all federal regulations and guidance and are designed to promote student health and reduce childhood obesity.

FOODS AND
BEVERAGES SOLD

The District will comply with federal requirements for reimbursable meals. For other foods and beverages sold to students during the school day, the District will comply with the federal requirements for competitive foods. Competitive foods and beverages are not part of the regular meal programs and occur through sales such as a la carte options or vending machines. For purposes of this plan, these requirements will be referred to as “Smart Snacks” standards or requirements. The following websites have information regarding meal and Smart Snacks requirements:

- <http://www.fns.usda.gov/school-meals/nutrition-standards-school-meals>
- <http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>
- <http://www.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 2017–18 school year:

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

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 pro-

vide 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:

Any foods and beverages given away or otherwise made available to students must meet the Smart Snacks standards, with the exception of celebrations that may occur on campuses up to four days each school year. These celebrations must occur after lunch and must be approved by the principal.

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.

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>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.</p>	
<p>Objective 1: The District will increase participation in the federal child nutrition program by two percent by the end of each school year.</p>	
Action Steps	Methods for Measuring Implementation
<p>Distribute flier regarding school food programs within first two weeks of the school year; send a follow-up letter within first two weeks of second semester.</p> <p>Hang posters that promote healthy meals.</p> <p>Students must have a fruit or vegetable as part of their reimbursable meal.</p>	<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 fliers and follow-up letters • Personnel to distribute fliers <p>Obstacles:</p> <ul style="list-style-type: none"> • Fliers and letters sometimes do not reach the parents • Negative perceptions of school meals • Parents choosing not to disclose information related to income of family information to determine eligibility for free or reduced-price meals.
<p>Objective 2: The food service staff shall take classes to stay informed on how to encourage healthy meals, preparing healthy meals, sanitation, and safe serving.</p>	
Action Steps	Methods for Measuring Implementation
<p>ESC Region 12 training</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Certifications of completion

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: The district will inform families and the community regarding any programs offered by the District.

Action Steps	Methods for Measuring Implementation
<p>Research food access programs available in the community with which the District could partner (food pantry programs supported by a local area food bank, backpack programs, summer meal programs, etc.)</p> <p>Food pantry – send information home.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Menus are made available to all parents on the District’s website. • Number of supplemental programs the District currently offers or promotes • The types of food access programs identified and ways the information was communicated to families and the community. • Covington ISD does participate in a summer feeding program for breakfast and lunch and a supper feeding program during the school year. <p>Resources needed:</p> <ul style="list-style-type: none"> • Partnerships with community organizations • Literature to send to families/community <p>Obstacles:</p> <ul style="list-style-type: none"> • Limited Resources / organizations

Objective 2: Consistently post in an easily accessible location on the District’s website the monthly school breakfast and lunch menus.

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 and made available on the District’s website at least one month in advance.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • The manner in which the menus are communicated to the parents; home, notes, website. • The number of times the menus were viewed during the school year. <p>Resources needed:</p> <ul style="list-style-type: none"> • Staff to create and distribute the menus for posting to the website

	<p>Obstacles:</p> <ul style="list-style-type: none"> • Not all families have internet access
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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 SPARK program, a program approved by the Texas Education Agency, in the District's physical education, health education, and science courses.

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

GOAL: The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.	
Objective 1: Continue to require high school students in each four-year cohort to participate in a healthy living unit in at least once science course, specifically Biology.	
Action Steps	Methods for Measuring Implementation
Inform counselor and high school science teacher that healthy living is a required unit during Biology in high school .	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • 100% of each cohort successfully completes a science that includes a healthy living unit. <p>Resources needed:</p> <ul style="list-style-type: none"> • Science certified staff to teach the healthy living unit • Curriculum to teach a unit on healthy living <p>Obstacles:</p> <ul style="list-style-type: none"> • Not all High Schools have this graduation requirement
Objective 2: At least 90 percent of students enrolled in physical education courses throughout the District will achieve at least a semester grade average of 80 on a scale of 100.	
Action Steps	Methods for Measuring Implementation
Create formula and action plan to obtain the	Baseline or benchmark data points:

<p>semester grade averages of students enrolled in physical education.</p>	<ul style="list-style-type: none"> Average semester grades at the end of the first and second semesters for all District students enrolled in physical education. <p>Resources needed:</p> <ul style="list-style-type: none"> Support from principals' offices to obtain grade averages <p>Obstacles:</p> <ul style="list-style-type: none"> Nutrition education is only a part of the essential knowledge and skills for physical education courses.
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<p>GOAL: The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.</p>	
<p>Objective 1: District staff will promote and integrate nutrition education facts throughout the school year.</p>	
<p>Action Steps</p>	<p>Methods for Measuring Implementation</p>
<p>Identify appropriate events at which nutrition education could be promoted such as ACE, Information Expo, and Back to School.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> The number of events during the school year at which nutrition education was either communicated or distributed. <p>Resources needed:</p> <ul style="list-style-type: none"> A flier to distribute to attendees <p>Obstacles:</p> <ul style="list-style-type: none"> The SHAC may not be aware of all District-sponsored events.
<p>Objective 2: One-hundred percent of students will have access to drinking water at all times during the school day.</p>	
<p>Action Steps</p>	<p>Methods for Measuring Implementation</p>
<p>Include in enrollment and registration materials that students are permitted to carry personally owned water bottles at all times.</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 • Water coolers and cups for students who do not have their own bottles. • 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.
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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 following addresses how the District meets the required amount of physical activity:

- The district will meet the required physical activity in elementary school grades by providing at least 30 minutes per day of physical activity.
- 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 four 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 goals for physical activity.

GOAL: The District shall 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.	
Objective 1: The District shall promote school sponsored physical activity events such as fund raisers and family/community physical activities.	
Action Steps	Methods for Measuring Implementation
Identify and promote local and school spon-	Baseline or benchmark data points:

<p>sored events to students and staff.</p>	<ul style="list-style-type: none"> Numbers of student and staff participation in events compared to previous years <p>Resources needed:</p> <ul style="list-style-type: none"> Adequate number of staff necessary to monitor school sponsored events <p>Obstacles:</p> <ul style="list-style-type: none"> Response rate of staff to participate and monitor scheduled events
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<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, District teachers 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.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> Teachers will incorporate physical activity breaks on a regular basis <p>Resources needed:</p> <ul style="list-style-type: none"> Go Noodle 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

<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.</p> <p>Assign a campus administrator to imple-</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 pro-

ment the program.	<p>gram from year to year (ACE)</p> <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
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<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 offer a free or low-cost health assessment to employees at least once every two years.</p>	
<p style="text-align: center;">Action Steps</p>	<p style="text-align: center;">Methods for Measuring Implementation</p>
<p>Seek out providers and opportunities for the activities.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • The number of employees who participate compared to previous school years <p>Resources needed:</p> <ul style="list-style-type: none"> • District correspondence to promote an activity <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 the worksite of an employee

<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>	
<p style="text-align: center;">Action Steps</p>	<p style="text-align: center;">Methods for Measuring Implementation</p>
<p>Develop a list of ideas to submit to campus</p>	<p>Baseline or benchmark data points:</p>

<p>administrators.</p> <p>Assign the Athletic Director to organize these events (Field Day, Fun Day)</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"> • 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
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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>GOAL: The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.</p>	
<p>Objective 1: All campuses will build their master schedules 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.</p>	
Action Steps	Methods for Measuring Implementation
<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"> • The number of campuses that currently meet the standard compared to the previous school year <p>Resources needed:</p> <ul style="list-style-type: none"> • Average time it takes for students to receive a meal and be seated <p>Obstacles:</p> <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 is considered healthy.	
Action Steps	Methods for Measuring Implementation
<p>Communicate this objective with appropriate organizations and booster clubs responsible for concession sales in the District.</p> <p>Require concession vendors to provide a list of their items in advance of events.</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> Self-reports by administration whether this standard was met consistently during events <p>Resources needed:</p> <ul style="list-style-type: none"> A list of possible healthy choices that vendors could offer <p>Obstacles:</p> <ul style="list-style-type: none"> Difficult to actively and accurately measure
Objective 2: All classroom or campus celebrations will include at least one item that is Smart Snacks compliant.	
Action Steps	Methods for Measuring Implementation
<p>Create a list of foods and beverages that are considered Smart Snacks compliant to be distributed to parents who have agreed to bring foods and beverages for a classroom or campus celebration (three celebrations).</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> The number of celebrations approved on each campus and whether the celebrations met this objective. Dates of notes that parents were given the list of approved foods and beverages that are considered healthy. <p>Resources needed:</p> <ul style="list-style-type: none"> A list of foods and beverages that are considered healthy <p>Obstacles:</p> <ul style="list-style-type: none"> Validity of self-reporting

GOAL: The District shall promote employee wellness activities and involvement at suitable District and campus activities.	
Objective 1: The District will utilize its health insurance provider to encourage wellness by communicating the preventive services.	
Action Steps	Methods for Measuring Implementation
<p>Work with the District's health insurance provider to determine what services are covered during open enrollment period.</p> <p>Provide/distribute materials and methods to share information about services.</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"> • List of preventive services covered by insurances (MD Live, vaccines to employees) <p>Obstacles:</p> <ul style="list-style-type: none"> • Coverage may change • Participation rates of those who are willing to self-report may be low
Objective 2: Provide low cost flu shots to employees	
Action Steps	Methods for Measuring Implementation
<p>Schedule shot clinic</p>	<p>Baseline or benchmark data points:</p> <ul style="list-style-type: none"> • Sign-in sheets <p>Resources needed:</p> <ul style="list-style-type: none"> • Trained personnel <p>Obstacles:</p> <ul style="list-style-type: none"> •