

CALHOUN COUNTY SCHOOLS WELLNESS POLICY

In furtherance of its commitment to fostering healthy nutritional and physical activities that support student achievement and that promote the development of lifelong wellness practices, the Board endorses the following programs, practices, and activities:

1. Nutrition Education and Promotion – Nutrition education that teaches the knowledge, skills, and values needed to develop healthy eating behaviors and nutrition promotion that promotes and reinforces student health will be integrated into the curriculum and offered throughout school campuses, including school dining areas and classrooms, by appropriately trained personnel.
2. Nutrition Standards and Guidelines – The Board will ensure that reimbursable school meals meet the program requirements and nutritional standards established by applicable state and federal regulations. The Board will encourage students to make nutritious food choices and will monitor all food and beverages sold or served to students, including those available outside federally regulated child nutrition programs. The Board will consider nutrient density and portion size before permitting food and beverages to be sold or served to students.
3. Physical Education and Physical Activity Opportunities – The Board will offer physical education opportunities that include the components of a sound physical education program. Physical education will equip students with the knowledge, skills, and values necessary to maintain healthful lifelong physical activity. Physical education instruction will be aligned with the curriculum. All students will be provided the opportunity to participate regularly in supervised physical activities that are intended to maintain physical fitness and to impart the benefits of maintaining a physically active and healthy lifestyle.
4. Other School-Based Activities Designed to Promote Student Wellness – The Board may implement other programs that help create a school environment that conveys consistent wellness messages and that is conducive to healthy eating and physical activity.
5. Administrative Implementation – The Superintendent is authorized to develop and implement administrative rules and directives that are consistent with this policy and to oversee the implementation and periodic review and update of the wellness policy based on input from teachers (including specialists in health and physical education), school nurses, parents and guardians, students, representatives of the school food service program, school board members, school administrators, and the public .

The Superintendent will report to the Board, as requested, on programs and efforts that are designed to meet the purpose and intent of this policy and will inform and update the public regarding the content and implementation of the wellness program. The Superintendent will ensure each local schools compliance with the wellness policy and will measure periodically and make available to the public an assessment of the implementation of the wellness policy, including the extent to which schools are in compliance with the policy, the extent to which the policy compares to model policy and to describe the progress made in attaining the goals of the policy.

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GUIDELINES FOR IMPLEMENTATION OF THE CALHOUN COUNTY SCHOOLS WELLNESS POLICY

A. NUTRITION EDUCATION AND PROMOTION:

Nutrition education that teaches the knowledge, skills, and values needed to develop healthy eating behaviors and nutrition promotion that promotes and reinforces student health will be integrated into the curriculum and offered throughout school campuses, including school dining areas and classrooms, by appropriately trained personnel.

Guidelines for Implementation:

- Ensure that all students receive nutrition education that promotes healthy eating both at school and outside of school. For example, use healthy food choices such as fruit and vegetables, 100% fruit juice, fat-free/1% milk, and whole grain breads in the classroom as part of nutrition education lessons. Teachers and staff will be encouraged to model healthy eating and physical activity behaviors.
- Schools shall promote healthy food items including fruits, vegetables, whole grains, and low-fat dairy product options. Promotions will include posters and signage highlighting healthy items on the menu. Promoting healthy eating to students, parents, and teachers will include “nutrition tips” in the school lunchrooms, school social media, and/or the district webpage.
- Focus on skill development so that students are able to learn and adopt healthy eating behaviors. This may be accomplished by integrating nutrition education into other areas of study such as health education, math, science, language, arts, and social studies.
- Nutrition education is offered in the school dining room as well as in the classroom, with coordination between the foodservice staff and the teachers.
- Students will be made aware of what constitutes a reimbursable meal at the beginning of the serving line on a daily basis. This is to ensure that they get a healthy, well balanced meal daily. Also, foods will be marketed towards specific age grade groups in order to increase participation as well as encourage students to try new foods or foods that they have not eaten in the past. To accomplish this goal, food items will be placed at eye level of the student and food service staff will encourage students to take healthy food choices,

healthy food choices will be placed first on the serving line, use of age appropriate packaging serving/size, etc.

B. NUTRITON STANDARDS AND GUIDELINES:

The Board will ensure that reimbursable school meals meet the program requirements and nutritional standards established by applicable state and federal regulations. The Board will encourage students to make nutritious food choices and will monitor all food and beverages sold or served to students, including those available outside federally regulated child nutrition programs. The Board will consider nutrient density and portion size before permitting food and beverages to be sold or served to students.

Guidelines for Implementation:

- **Eating Environment Standards:**

- a. Students will be provided an adequate time to eat breakfast and lunch, at least 10 minutes for breakfast and 20 minutes for lunch. Principals will arrange school schedules to accommodate adequate time for breakfast and lunch.

- b. Every effort will be made by cafeteria staff to process students, in a timely manner, as they come through the serving line to reduce waiting time. This will be accomplished by utilizing the Café Enterprise Point of Sale System for processing students in an efficient manner.

- c. Lunch periods are scheduled as near to the middle of the school day as possible. Principals will arrange school schedules accordingly. Dining areas are clean, attractive, safe, and have enough space for seating all students. This will be maintained by Child Nutrition Program personnel at the local and county level as well as school staff. Teachers will be encouraged to monitor student's behavior while in the cafeteria.

- d. Drinking water is available for students at meals. For example, water fountains, water dispensers, or cups of water are available in all cafeterias at no cost. Bottled water will be available for purchase. Food will not be used as a reward or as a punishment for student behaviors. Instead, it is strongly encouraged that staff use physical activity as a reward (ex: field day for meeting reading goals).

- Physical activity is to not be used as a tool for punishment.

- e. The Calhoun County School District shall utilize electronic identification and payment systems that do not identify the student's eligibility and all students will be

issued a pin number upon enrollment regardless of meal eligibility status to be used in the cafeteria and additional food purchases which will also prevent overt identification of student's participation in the free and reduced meal program.

i. No student will be denied a meal even if they do not have the funds to pay for it. The student will simply accrue a negative balance and the cashier or school will contact the family to notify them of the negative balance at the end of the day.

f. School administration are encouraged to promote the availability of school meals to all students and encourage participation in the school lunch and breakfast program. This will also be completed by promoting the program via the district webpage and/or social media.

- **Child Nutrition Operating Standards:**

a. The Child Nutrition Program will aim to be financially self-supporting. However, the program is an essential education support activity. Budget neutrality or profit generation will not take precedence over the nutritional needs of the students. If subsidy of the Child Nutrition Program fund is needed, it will not be from the sale of foods that have minimal nutritional value and/or compete nutritionally with the program meals. This will be insured by the principal, Child Nutrition Program Director, and the school system's Superintendent.

b. The Child Nutrition Program will ensure that all students have affordable access to the carried and nutritious foods they need to stay healthy and learn well. Prices for breakfast and lunch will be priced no lower than the cost of providing them so that the school food program can remain self-supporting, but will not be priced in such a manner as to cause hardship. Family Free/Reduced applications will be made available to every student. Printed applications will be available through the cafeteria manager, school office, guidance office, or the Superintendent's office. On line applications and printed application are on the CCBOE district website for students and/or parents. District social media and school newsletters will make application information available. Phone numbers will be provided for parents seeking assistance completing the application and/or may have questions.

c. A Registered Dietitian will be employed to administer the school food service program and satisfy reporting requirements.

d. All food service personnel shall have adequate pre-service training in food service, safety, and sanitation operations. This will be maintained through yearly

professional development under the supervision of a qualified Child Nutrition Program Director.

e. Students will be encouraged to start each day with a healthy breakfast. This will be accomplished through promotion of the breakfast program via social media outreach to parents and inter-school promotion via health education in the classroom.

- **Food Safety/Security Standards:**

a. All foods made available on campus comply with the state and local food safety and sanitation regulations. This is accomplished utilizing the Hazard Analysis Critical Control Points (HACCP) plan and guidelines that are implemented to prevent food illness in schools. Each school is required to maintain appropriate control measures/logs as outlined in their school's plan.

b. For the safety and security of the food and facility, accesses to the food service operations are limited to the Child Nutrition staff and authorized personnel. This will be maintained by local Child Nutrition Program personnel. Signs are posted outlining restricted areas (e.g. kitchen).

c. The Child Nutrition Program shall receive at the minimum two state health inspections per school year.

Nutrition Standards:

- a. ***Cafeteria:*** The school cafeteria should reflect a healthy nutrition environment.
 - Schools will ensure that all students have daily access to meals offered. Schools may not establish policies, class schedules, bus schedules, or other barriers that directly or indirectly restrict access to or the completion of meals. To ensure the Child Nutrition Program personnel will maintain a clean, healthy environment, they will follow the guidelines established by the State Health Department as well as their local HACCP plan. Principals will arrange school schedules and/or bus schedules in order to provide students access to all meals offered. Principals will allow students access to breakfast if for some reason a bus is late arriving at school.
 - Serving sizes will comply with the meal pattern requirements as described by the United States Department of Agriculture (USDA) regulations. Foods served

and/or sold through the National School Lunch and Breakfast Programs shall meet at a minimum, nutrition requirements established by local, state, and Federal statutes and regulations. Each cafeteria is provided with the appropriate serving size utensils and/or food is portioned according to the correct age appropriate serving size. Every effort will be made to assist students in selecting the appropriate amount of food. All cafeteria serving lines are monitored by Child Nutrition Program staff for compliance.

- All schools will provide breakfast and lunch for students who qualify for free and reduced meals in compliance with participation in the USDA National School Lunch Program and USDA School Breakfast Program. All meals will comply with the Federal guidelines for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served as specified in 7 CFR 210.10 or 220.8 as applicable. <https://www.fns.usda.gov/part-210%E2%80%94national-school-lunch-program> and <https://www.fns.usda.gov/part-220%E2%80%94school-breakfast-program> . Events that occur outside of the school day (7:00 am to 3:00 pm) are not subject to these guidelines.
- Food items sold in the cafeteria will be purchased through the established contract with the State Department of Education’s state wide purchasing agreement. This is achieved by the county Child Nutrition Program personnel purchasing from the State Department of Education’s website.
- Focus will be placed on serving “whole grain-rich” grains and more fresh fruits and vegetables. For example, whole grain rich, fresh fruits and vegetables are purchased through a reputable vendor to ensure product quality. Milk served shall meet the criteria established by the Alabama State Department of Education. Milk should be unflavored 1% milk or flavored and unflavored fat-free milk. Milk may not contain artificial sweeteners. Child Nutrition Program personnel will be responsible for milk bid specifications.
- All schools may sell plain water (with or without carbonation), unflavored low fat milk, unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP, 100% fruit or vegetable juice, 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners. Portion size limitations by school categories: Elementary schools may sell up to 8-ounce portions of milk or juice, middle schools and high schools may sell up to 12 ounce portions of milk or juice. There is no portion size limit for plain water. Additional “no calorie” and “low calorie” beverage options for high school students: no more than 20 ounce portions of calorie-free, flavored water (with or

without carbonation); and other flavored and or carbonated beverages that are labeled to contain less than 5 calories per 8 fluid ounces or 10 calories or less per 20 fluid ounces. No more than 12 ounce portions of beverages with 40 calories or less per 8 fluid ounces, or 60 calories or less per 12 fluid ounces. These items will also follow the guidelines established by the Alabama State Department of Education and monitored by the local and county Child Nutrition Program personnel for compliance. Please refer to the Alabama Smart Snack in School Standards, which is published by the Alabama State Department of Education Child Nutrition Program, for further guidance <https://www.fns.usda.gov/cn/tools-schools-focusing-smart-snacks>

- All other items sold or served as part of a meal or as a la carte shall adhere to the nutritional standards established by the Alabama State Department of Education Child Nutrition Program. This will be monitored for compliance at both the local school and county levels by Child Nutrition Program personnel.
- Cooking techniques should provide fiber, reduced sugar, reduced salt, and eliminate fried foods. Equipment has been purchased to enable foods to be prepared in a healthier method (e.g. eliminating the use of fryers). Child Nutrition Program funds will not be used to purchase fryers.
- Portion sizes identified by USDA meal pattern for the National School Lunch Program and the School Breakfast Program shall be adhered to. For example, portion sizes will be established by either pre-portioning items or ensuring that the correct portion size utensil is available and in place for use.
- Reimbursement for breakfast and lunch may be withheld from schools if concessions, canteens, snack bars, vending machines, or other food sales are operated one hour before, during and one hour after the breakfast and lunch service time. Principals will ensure that competitive foods are not available during time allotted for meal service. Under no circumstance can food in competition be sold to children in food service areas during breakfast and lunch period(s). Principals will be responsible for monitoring and maintaining this standard.
- All foods made available in schools will comply with the Alabama Smart Snacks in Schools Standards. Please refer to the Alabama Smart Snacks in School Standards at <https://www.fns.usda.gov/cn/tools-schools-focusing-smart-snacks>
 - To help determine if a food item is smart snack approved, the following link can also serve as a reference point:
<https://foodplanner.healthiergeneration.org/calculator/>

b. ***Outside the Cafeteria:*** A healthy school environment goes beyond school meals in the cafeteria. A healthy lifestyle and maintaining a healthy weight requires healthy food choices be available outside of school cafeterias.

- Foods sold will follow the policy for sale of competitive foods as outlined in the most recent publication by the Alabama State Department of Education. Schools are prohibited from selling or providing free of charge any food or meal that is in competition with the scheduled school meal. Schools are required to eliminate student access to concessions, extra sales, vending machines, and fundraisers one hour before during and one hour after the breakfast and lunch service time. Schools may not schedule sales immediately before or after meals that would compete with the meal service. If sales should occur that are in competition with the meal, then all income generated from such sales will be required to be deposited into the Child Nutrition account. The policy is not intended to restrict access to healthy snacks during recess or at any time other than meal service.
- The principal at each school will be responsible for monitoring and maintaining this regulation. Teachers and staff will be made aware and advised to comply with this regulation via school faculty/staff meeting.
- Every school shall ensure that all foods sold in vending machines and school stores are in compliance with the USDA Smart Snacks in Schools Standards, which can be found at the following link: <https://www.fns.usda.gov/cn/tools-schools-focusing-smart-snacks>
- School-based marketing of foods and beverages on school campus during the school day are restricted to only those items that are Smart Snack compliant.
 - Display and marketing of unhealthy foods is strongly discouraged on school grounds.
 - Criteria for selecting educational materials for the classroom shall be expanded to include review of advertising content. Every effort will be made to select materials free of brand names/logos and illustrations of unhealthy foods
 - An effort will be made to remove advertising from the cafeteria. Existing vending machines and coolers with logos will be replaced when possible.

- Schools will limit advertising of unhealthy products in school publications. All ads should be approved by the principal before being printed or included on the school website
 - It is recommended that schools avoid participation in fundraising or corporate incentive programs that promote a message inconsistent with our goals for a healthy school community
- Water fountains and/or water bottle refill stations will be accessible daily to students throughout the school.

c. *School Parties:*

- With respect to school parties, foods of minimal nutritional value should not be offered. However, some items such as birthday cakes and/or cupcakes may be allowed on an infrequent basis. Schools have the discretion to prohibit any specific items at their own discretion.
- Persons responsible for this compliance include school administrators or staff (principals, coaches, teachers, etc.), students or student groups, parents or parent groups, or any other person, company, or organization.
- Please refer to the Alabama Healthy Snack Standards for Foods and Beverages as School, which is published by the Alabama State Department of Education Child Nutrition Program, for further guidance <https://www.fns.usda.gov/cn/tools-schools-focusing-smart-snacks>

d. *Fundraising Standards:*

- All fundraising activities that involve the selling of food during school hours or as students gather on the school campus before school begins or as students wait on transportation or otherwise exit the school campus following school dismissal should reinforce food choices that promote good health. Exempt food fundraiser is defined as the sale of food items that do not meet the Alabama Smart Snacks in School Standards and are sold during the school day. A school may sponsor up to and not exceed 30 exempt fundraisers per year, for example per organization/per day, for no more than one day in length; no opened ended date ranges. This means all events outside the school day are not affected by this recommendation and booster clubs, etc. are free to select items for sale for specific fundraising and concession sales as they see fit as long as the activity does not conflict with this position.

C. PHYSICAL EDUCATION AND ACTIVITY OPPORTUNITIES:

The Board will offer physical education opportunities that include the components of a sound physical education program. Physical education will equip students with the knowledge, skills, and values necessary to maintain healthful lifelong physical activity. Physical education instruction will be aligned with the curriculum. All students will be provided the opportunity to participate regularly in supervised physical activities that are intended to maintain physical fitness and to impart the benefits of maintaining a physically active and healthy lifestyle.

Guidelines for Implementation:

- Ensure that state-certified physical education instructors teach all physical education classes. This is ensured by employing only certified physical education teachers and providing professional development on a yearly basis.
- Ensure PE classes adhere to the Alabama Course of Study for Physical Education. One way to assess if classes are following the course of study will be to assess the PE programs with regard to their effectiveness and their adherence to the Alabama Course of Study for Physical Education by utilizing the President's Council of Physical Fitness. The President's Challenge Health Fitness Assessment will be utilized to establish a base-line assessment for each student; progress of each student will be monitored throughout the year and a re-assessment, via the physical fitness test, will be administered at the end of the school year.
- Schedule PE in all grades unless otherwise exempt. This is accomplished by providing students with opportunities for physical activity during the school day. This is established by offering PE class time requirements that provide, at a minimum, of 150 minutes of PE per week for students in kindergarten through eight (example: recess). Increase PE class time requirement to the equivalent of 1 unit of high school credit in grades nine through twelve. All schools shall provide before or after school activities to students like organized sports, intramural sports, and clubs. All schools shall also provide joint-agreement with community partners to provide additional physical activity opportunities for students (i.e. community league sports like football/cheerleading and baseball/softball).
- Administrators and teachers are encouraged to provide students with breaks throughout the day. For example, 20 minute mid-morning break or a physical activity break for every 60 minutes of academic instruction.

- Provide age-appropriate equipment and safe facilities. This is accomplished by providing safe age-appropriate playground and sport equipment. Access to gym facilities will be provided to all age groups. There will be no other substitutions allowed to replace physical education time allotments.
- Information will be provided to families to help them incorporate physical activity into their student's lives. For example, include information regarding the benefits of physical activity in school newsletters and also provide helpful website information.

D. OTHER SCHOOL-BASED ACTIVITIES DESIGNED TO PROMOTE STUDENT WELLNESS:

HEALTH EDUCATION:

The goal of Health Education is to provide students with a working knowledge on health issues which will enable them to become health-literate citizens. Measures will also be taken to provide staff with health education and encouragement as well.

Guidelines for Implementation:

- Ensure that state-certified teachers instruct all health classes. This is ensured by employing only certificated health education teachers and providing professional development on a yearly basis.
- Schedule health education in all grades. This is accomplished by providing students class time requirements that provide, at a minimum, 60 minutes of health education per week for grades K-six and 250 minutes per week for grades seven through twelve. For example, the CNP Director, who is a Registered Dietitian, will volunteer to be a guest speaker to provide evidenced-based information to various classes and student groups in the county.
 - Provide students with education, information, and motivation that will support them as they age. For example, all students will know the difference between carbohydrates, fats, and proteins and can identify what foods contain what macronutrient and what foods are most closely associated with various disease process (i.e. saturated fats in red meats and inactivity are closely associated with an increased risk of heart disease).

- Information will be provided to families to help them incorporate health education into their student’s lives. For example, include information regarding the benefits of a healthy lifestyle in school newsletters and also provide helpful website information.
- Encourage participation in activities that promote wellness in the schools and community. For example, jump rope competitions for heart health month, community 5K fundraisers, and encouraging the use of healthy items as means to fundraise (i.e. strawberry sales to raise money for the Agricultural Department).
- Staff will receive wellness support in the form of a Wellness Calendar that will include nutrition, health, and physical activity topics sent out monthly.

E. ADMINISTRATIVE IMPLEMENTATION:

The Superintendent will oversee the implementation and periodic review and update of the wellness policy, as well as, monitoring compliance with the policy and providing the public with information regarding the wellness program.

Guidelines for Implementation:

- **Community Involvement:** Those involved with the development of the wellness program and wellness committee can include, but is not limited to parents, students, the school board, the Child Nutrition Director, school administration, physical education teachers, school health professionals, and the public.
- **Wellness Assessment:** The system will convene a district Wellness Committee of school and community members that will meet at least every three years to update and review the district Wellness Policy. A triennial assessment will be completed to monitor the compliance of the Wellness Policy, compare the policy to model policies, review the progression toward the goals of the Wellness Policy, and update accordingly.
- **Monitoring:** Each school must assign one or more local school officers or school officials to ensure that each school is in compliance with the local wellness policy. The school officers or school officials will be determined by the school principal and the Child Nutrition Director.

- **Wellness Policy Availability and Updates:** The Wellness Policy will be available online under the Child Nutrition section of the Calhoun County Schools website. This includes any assessments, updates, policies, forms, and resources. Updates will be included based on the results of each triennial assessment. The wellness committee will meet at least every three years and can meet more often if needed. Any and all feedback from school staff, parents, and students can be directed to the CNP Director whose contact information will be found with the Wellness Policy
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Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

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