

November 16, 2005 Wellness Committee Meeting Minutes

Kathy Bertelsen called the meeting to order at 3:38 p.m. She asked those present to introduce themselves and their position with the district or community.

In attendance were Charlotte Barnard, school nurse; Lynne Dixon, school nurse; Miranda Burford, school nurse; Anne Bossert, school board member; Steve McDowell, Lompoc Valley Healthy Kids; Diane Burton, Director of Curriculum; Margaret Weiss, Sansum-Santa Barbara Medical Foundation; Kathi Downey, District Office; Lynnda Palmer, Principal, Hapgood School; Karen Rotondi, Assistant Principal, Cabrillo High School; Sue Hope, Home Economics Teacher, Lompoc High School; Robin Craig, FHA-HERO member and LHS student; Roxanna Sanchez, FHA-HERO member and LHS student; Bob Altavilla, Director, Special Education; Robin Madden, 5th grade Teacher, Crestview School.

Kathy asked if everyone had time to review the minutes and if there were any changes or additions to the minutes from the October meeting. Kathy said she was not sure we could accept the minutes as so few people from the October meeting were in attendance today. If changes were necessary they would be made at a later date.

Kathy reported on the California School Boards Association (CSBA) workshop on wellness committees that she attended on November 5, 2005. Kathy said that since we have a federal school lunch and breakfast program, it is required that the district has a wellness policy.

It was brought up at the workshop that there are a variety of tools to use to assess the needs of a district. One that was discussed is the School Health Index. Kathy passed out copies of the School Health Index, which is composed of eight modules that we could use to assess the wellness needs of Lompoc Unified School District (LUSD). It is not required but is advisable that we use an assessment tool, which would help us identify the strengths and weaknesses of the district's programs. The Orange County Department of Health Coordinator of Health and Wellness recommended doing only three of the eight modules; health education, physical education and other physical activity programs and nutrition services. Each module would require an hour to complete and it is recommended that the entire committee work together to complete the modules. In this way there would be representation from the school district and the community. The modules are also specific to the grade levels of elementary, middle and high school and that completing the modules would take up all of our scheduled meetings. It was suggested that it might be better to do this next year and use the information to update our wellness policy.

There was some discussion about how best to complete the modules. Diane Burton discussed a variety of methods in which the module could be completed at the school site and how to disseminate the information.

Steve McDowell, Karen Rotondi and Robin Madden would like to see the School Health Index modules taken to the schools for evaluation as each school operates differently. Completion of the modules at the school sites would take some time so that some thought could be given to the answers.

Kathy had not envisioned the schools doing the modules but she sees that it would be beneficial for each school to complete the assessment. Kathy asked if we felt the modules could be completed this year. Diane felt it might be possible to do this year if it is done in a small group setting, perhaps at a grade level group meeting. Diane feels it is important to do, as we do not understand the needs the district has in health education because more

emphasis is placed on the basics. Diane pointed out that most of the textbooks used by the district are over twenty years old and do not have standards attached to them.

Steve McDowell suggested that we complete the SHI and use it as a baseline to help with the wellness program evaluation over time. He offered resources to collate and create data so that this information would get out to every teacher.

Karen Rotondi said that completing the SHI would require some time in order to put some thought into it. She said that the high schools do not have collaboration time available. Karen felt that a group composed of a teacher, a department chair and an administrator might be given some time during the school day to complete the module. It would be necessary to read through the module before completing the assessment.

Lynne Dixon stated that at the elementary level, the school nurses are doing some of the teaching so should be included in the assessment process.

Other Items from the CSBA Workshop:

Kathy went over a handout on the SB12 and SB965 guidelines pointing out that the ban on sodas at the high schools would be phased in over time.

She mentioned SB281, legislation providing a grant program to reimburse districts that purchase fresh fruits and vegetable for the breakfast program. However, this is on hold as the regulations are still being developed.

Kathy brought up the problems of absenteeism and loss of revenue that are associated with the poor health of students with poor nutrition.

A handout was provided about the Healthy Kids Resource Center, which has a lending library with information available to help with nutrition and health education.

The Los Angeles Unified School District gave a presentation on the district's student wellness program. Some items brought up were:

- A Nutrition Network Grant, this grant requires that a certain percentage of teachers must be teaching nutrition in order to have the grant.
- To address the shortage of credentialed physical education teachers at the elementary level in California, they have hired a central PE education advisor and have created a PE instruction guide.

The Los Angeles Unified School District has not had sodas available for sale for several years. The district lost revenue initially but through a creative beverage contract where the schools banded together to negotiate a signing bonus, they were able to make up the lost revenue.

The California Dairy Council has free educational materials based on California standards for all grade levels. Kathy has notified Susan McDermott in the Teacher Resource Center of these materials. Susan has placed an order so these materials will be available for classroom use.

In the near future the state will be providing some professional development for teachers in physical education. The focus is shifting to physical activity and health curriculum and a little less on food.

UNFINISHED BUSINESS

- a) Parliamentary Procedures – Kathy asked if we wanted to use parliamentary procedures. Karen Rotondi said she preferred a more relaxed type of meeting. Bob Altavilla suggested that we keep the meetings informal unless there was something we need to vote on.
- b) Kathy provided a packet which included ideas for Healthy Fundraising and Healthy Classroom parties. Diane suggested that we send these handouts to the school sites' PTSA presidents. Karen asked for copies of these handouts for teachers for ideas for the end of the year parties at the high school level. It was also suggested that as a committee we could develop our own healthy ideas. Diane asked that Kathy bring the materials to the Administrative Council meeting next Tuesday.
- c) Discussion about snack foods at the school sites – Kathy said she is reducing the price of the healthier ones to encourage students to buy the healthier choices. She is also providing the schools with attractive baskets to encourage the sale of fresh fruit.

NEW BUSINESS

a) Sample Board Policies

There is a wealth of information available regarding sample Board policies. Kathy has provided copies of two, one from the CSBA and the other from Team Nutrition. Kathy stated that she felt the CSBA policy lacked “meat.” The other policy starts with the preamble and mission statement, which the CSBA policy do not have. That policy also contains four areas to focus on, and is very comprehensive. Kathy asked for the committee’s thoughts on the two policies.

Karen and Anne preferred the second policy. Margaret felt we should use the sample policy that contains more detail, as this is the time to get the wellness policy down on paper. The second policy provides the basic guidelines and we can work from it to develop our own policy. Kathy asked for a vote on which sample policy we want to use. There were eleven votes to use the second sample policy for a template.

Bob Altavilla stated that the first policy could be used as a policy model and the second one as a regulation. The committee decided to use a combination of both policies.

Steve mentioned that he has given Kathy a CD that has comprehensive policies from six different school districts. Kathy said she would look those over and bring to our next meeting.

Since the second policy refers to working with the School Health Council, Kathy asked if we had one. Since LUSD does not have a School Health Council we should delete that from the policy. Lynne Dixon said that it is something we might want to look at developing in the future.

- b) The committee then began creating the District wellness policy preamble by using the policy model. The first two paragraphs were accepted. Margaret Weiss will work on the third one made to broaden the language so that it would be more timeless. On the fourth paragraph there was some discussion as to whether it was too specific. Diane suggested we use it and revisit it a few years into the wellness

program. Anne said there were a lot of goals in the fifth paragraph. Steve suggested that we leave off the list of services.

The sixth paragraph deals with Fitnessgram results for California. It was suggested that we use the Fitnessgram results for our district. Bob Altavilla is going to talk to Jess Bass for the latest figures for LUSD students in grades 5, 7 & 9.

It was asked if we are meeting the California Education Code requirements for PE? Bob said the district is working toward meeting those requirements. Diane stated that there is a challenge in meeting minimum minutes at the elementary level. Robin Madden said that elementary teachers are trying to meet the goals of the California Education Code but that it is difficult. Diane Burton said the responsibility of the classroom teacher is to coordinate with other standards.

Bob asked if structured activities at recess would fulfill the minimum minute requirement. Diane said that if that were done, the teachers would be responsible and it becomes a union issue for the teachers who are allotted a break time. Robin said that students are also allowed twenty minutes a day of unstructured activity as recess. Diane mentioned that unstructured activity at recess is both an Education Code issue for the students and a union issue for the teachers. As recess is not counted toward the instructional minutes for the day, offering structured activity during recess would not satisfy the Education Code requirement for physical education.

According to Karen, Cabrillo is using safe school money to pay stipends for intramurals during lunch as a way to increase the physical activity of the students.

There was a great deal of discussion over the inclusion of the statement that "...200 minutes of physical education over a 10-day period". Since it is part of the Education Code, the district's wellness policy must follow the state law. Ann asked if it needed to be included, since the District is already looking into it. Diane suggested that we use the word "goal" as it is not so strong. Bob said that it is the law and the policy has to reflect the law. Anne says that we must make sure the policy meets or goes above the Education Code requirements but does not fall below. Robin pointed out that there might be a difference between the teacher's lesson plans following the 200-minute requirement and what actually happens in the classroom. She went on to say that the focus in the classroom after winter break is testing, testing and testing.

Diane said that there are schools that follow the 200-minute requirement, but it is not always feasible.

Kathy asked that we leave off with work on the policy preamble for this meeting and move on to other items on the agenda.

- c) Previously, the committee had discussed forming subcommittees to address the four key areas of 1) nutrition education curriculum, 2) physical activity, 3) nutrition guidelines for all foods available on campus and 4) other school-based activities was discussed. Kathy expressed concerns about this because we need representation from all areas and our committee is not that large. Kathy suggests that at each of the next four meetings we tackle one of key areas.

Robin Madden asked if we were trying to do too much by March 1? What is critical for the June 30, 2006 deadline? What do we really need to address rather than trying to address everything in a less than complete process?

Steve mentioned that the policy follows the law, but in reality it does not always happen, so what is the next step to make sure that the policy is followed? Kathy said that the committee would need to determine how the policy implementation would be monitored. Robin expressed concerns about the implementation of the process. She said the implementation of the policy includes the bigger issue in dealing with the parents, who write notes excusing their student from participating in the physical activities of the class.

Miranda said that most health issues are related to obesity. She said it is necessary to educate the parents that the students are not getting enough exercise and sleep and are eating poorly. We need to bring these health awareness issues to the parents in the community.

Kathy said that once the committee addresses the basics of the wellness policy there are other issues to tackle such as the wellness of the staff as well as the staff serving as role models for the students. We have a big job ahead of us, we want to do it right and want to put some thought into it. Diane said we should work on the "bones" of the policy and next year add more to the policy. She also mentioned that the district has Categorical Program Monitoring coming up and in looking at that, other areas may come to light that would affect the wellness policy development.

Margaret Weiss stated that we should not be afraid to be idealistic and to explore ideas to make it work for teachers, parents and students. She also said she was glad to see Steve here and offering to make grant money available that will make it feasible for the schools.

Anne Bossert expressed concerns on putting more burdens on the teachers.

Kathy again asked how the committee felt about subcommittees? Bob said that to cover the four different areas we might want to break into four different committees to put more time into each area. Anne Bossert agreed that this might be a better way to work on the policy. Robin Madden had concerns because not all of those present at the first meeting are at this meeting. She said we need to know who is on the committee and if people who did not attend today did so because of a schedule conflict.

Kathy said that at the next meeting, the group would work on the preamble, the mission statement and then break out into committees. Anne Bossert suggested that we should review the policies before the next meeting, which is on Wednesday, December 7 at 3:30 p.m. in the Central Kitchen. The dates for the other meetings are January 11, 2006, February 1, 2006, February 22, 2006 and March 15, 2006.