

Sun Prairie Area School District

Section J Students

PROCEDURE JHK-R
WELLNESS POLICY IMPLEMENTATION

Approved by Administration: August 14, 2006

Reaffirmed by Administration: July 11, 2007; May 27, 2008; June 22, 2009

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CROSS REF.: EF, *School Nutrition Program*; EF-R, *Procedures for Dealing with Special Dietary Needs of Students*; JH, *Student Health and Welfare*; IKF, *Graduation Requirements*; JHK, *Wellness*; KMB, *Relations with Extracurricular Booster Organizations*
Employee Handbooks
Student Handbooks

The District's general plan for implementing the wellness policy and achieving the stated goals is outlined below:

1. Physical Education

- a. Students shall spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity.
- b. All students in grades K-12, including students with disabilities, special health care needs, or in alternative educational settings, shall meet or exceed [State standards](#) the following requirements for physical education

2. Recess and Other Physical Activity

- a. All elementary schools shall schedule at least 30 minutes each day of supervised recess, preferably outdoors, to be consistent with the district guideline regarding weather. When the air temperature or the wind chill temperature reaches five below zero degrees Fahrenheit (-5°F), students will be kept indoors to ensure their safety. When the air temperature and wind chill temperature is between 1 and -5°F, principal's discretion will be used.
- b. Staff shall encourage students to engage in moderate to vigorous physical activity during recess, given provisions of space and equipment.
- c. All schools are encouraged to offer extracurricular physical activity programs, such as physical activity clubs, intramural programs or interscholastic sport programs.
- d. The district supports the use of the school facilities outside of school hours for physical activity programs.

Sun Prairie Area School District

Section J Students

3. Health Education

Health education shall meet or exceed [State standards](#). Health education shall be part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skill necessary to promote and protect their health.

4. Nutrition Education

- a. Nutrition Education curriculum will be sequential, comprehensive and standards based.
- b. Nutrition education will be provided to parents in the form of handouts, the school website, articles and information provided in district or school newsletters, presentations that focus on nutrition and healthy lifestyles, and through any other appropriate means available to reach parents.

5. School Nutrition Programs

- a. The district will follow the USDA National School Lunch and Breakfast Program guidelines in administering these programs. Meals served through these programs shall meet all USDA nutritional standards.
- b. All food storage, preparation and service of food served to students shall comply with the Wisconsin Food Code and all USDA regulations.
- c. Food product nutritional information will be available through the school nutrition office. Dietary accommodations shall be requested on a physician order. All a la carte snacks and drinks will meet Smart Snack guidelines. The Smart Snack Calculator will be used to verify Smart Snack compliance.
- d. The school meals program will continue to strive to offer ethnic and cultural food items. Students will have the opportunity to provide input on local, cultural, and ethnic favorites.
- e. A qualified Child Nutrition Professional as defined by USDA shall administer the nutrition programs. As part of the District's responsibility, the nutritional, food safety, and financial integrity of the program shall be maintained through continuing professional development for all school nutrition staff.
- f. The school meal program staff will work with school staff to use the cafeteria as learning lab.
- g. The Nutrition Program will actively pursue opportunities to collaborate with the student agriculture and culinary programs to enhance student experiences with school meals

Sun Prairie Area School District

Section J Students

i.e. students growing produce and creating recipes/producing products for the meal program.

- h. The Nutrition Program will make sure that water is available and accessible during meal times for students eating in the cafeteria as required by USDA 7 CFR 210.10 (a)(1)(i) and 7 CFR 220.8 (a)(1).
- i. Families will receive and have access to Free/Reduced Application Materials (FRAM) through a variety of ways including but not limited to electronically through the School District software program and hard copies by mail and accessible at all schools and at the District Service Center located at 501 S. Bird Street in Sun Prairie. The Nutrition Program will meet or exceed the Dept. of Public Instruction requirements for directly certifying students for free or reduced meal eligibility based on State of Wisconsin uploads from qualifying programs throughout the year.

6. **Nutrition and Wellness Promotion in the School Environment**

The District shall create a school environment that supports the promotion of healthy food and beverage products and an active lifestyle by doing the following:

- a. All food and beverage products accessible to students shall be limited to products meeting the USDA [Smart Snack](#) nutritional guidelines and most recent state and federal legislation. Foods and beverages not meeting these guidelines will not be served/sold/provided to students on school grounds from midnight through 30 minutes after school ends. This includes soda pop or other sweetened soft drinks, sports drinks, iced teas, fruit-based drinks that contain additional or artificial sweeteners, high fat snack foods and candies. Only snacks and other foods that meet USDA nutritional guidelines will be acceptable. Each building administrator shall ensure that their school is in compliance with district standards. [This Smart Snack Calculator Tool](#) assists in determining if packaged foods or beverages meet guidelines based on grade level.
- b. Food and beverage products that do not meet the nutrition requirements in 6a above will not be promoted or advertised as per Policy KJ, *Advertising in the Schools*.
- c. Under Building Administrator oversight, staff at each school will model a positive, healthy school environment.
- d. The District will encourage parents to support learning by providing nutritional foods for lunches and snacks that meet USDA nutritional requirements according to most recent legislation. Information on healthy snack choices will be provided to parents and teachers through the district website, parent information, and teacher communications.

Sun Prairie Area School District

Section J Students

- e. School fundraisers will include non-food items such as books, gift-wrap, magazine and plant sales, white elephant sales, raffles, walkathons, fun runs, etc. If food items are sold, foods not meeting nutritional criteria cannot be sold during school hours and must comprise only 10% or less of product items offered in the fundraiser efforts.
- f. Food is not to be the focus of student celebrations and events. If food is part of the event, nutrient dense foods (i.e., whole grains, fresh fruits and vegetables) will be included. If a parent/guardian desires to send a food item for the class, the food should be low in sugar and fat. Individual health needs and dietary restrictions must be considered. Baked goods that are served or provided in the classrooms must be purchased, not homemade, and be in a wrapper which contains nutrition information and expiration date. Celebration foods that are less nutritious should be limited (suggested no more than twice a month) and not served prior to lunch. Lists of acceptable snack foods are included in student elementary handbooks and on the district website.

Food provided for students as part of instructional curriculum will be exempt.

- g. Food rewards or incentives shall not be used to encourage student achievement or desirable behavior. Students with specific Individualized Education Plans (IEP) may be exempted, but healthier rewards are encouraged.
- h. School faculty and staff will not withhold meals or physical activity, or use punitive physical activity (i.e., running laps for talking in class) consequence. Physical activities can be used as a reward. Denial of physical activity (recess) cannot be used as a negative consequence.
- i. Schools shall provide an adequate amount of time for students to eat school meals and shall schedule lunch periods at or near mid-day. The national School Nutrition Association recommends at least 20 minutes for lunch from the time students are seated.

7. Employee Wellness

Please view [Employee Wellness Policy](#)

8. Student Wellness Committee Implementation

The Student Wellness Committee will be comprised of 6-8 representatives from the following groups:

Students, Nutrition Program Administrator, staff, parent/caregivers, and community members.

The Chairperson of the Student Wellness Committee will be the District Wellness Coordinator.

Sun Prairie Area School District

Section J Students

The Student Wellness Committee will assess compliance of the Wellness Policy a minimum of every three (3) years. The district will actively notify households/families of the availability of the annual report, any Wellness Policy changes, the Triennial Assessment Report and the Student Wellness Committee meeting minutes through multiple ways such as the Nutrition Program webpage, district communications and the school district website. All USDA recordkeeping requirements will be followed.