



PROCEDURE

Local Wellness

FNS-P002

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1.0 SCOPE:

- 1.1 The School Board recognizes that while feeding children is primarily the responsibility of the family, the district has a responsibility within the school day to provide students with healthful food options, physical activity and health education programs that promote lifelong well-being.
- 1.2 This Local Wellness Procedure meets the requirement set by the Oregon Revised Statute 336.423 and is a requirement by Oregon Department of Education and the USDA Food and Nutrition Services.
- 1.3 The District will permit staff (including but not limited to physical education and school health professionals), parents, students, representatives of the school food authority, public health professionals, school administrators and the public to apply to join the Wellness Committee. This committee will be responsible for the periodic review and update of the Local Wellness Procedure. The District will make the triennial compliance report available to the public by posting it to the district's website.

2.0 DEFINITIONS:

- 2.1 Competitive Foods: Any food or drink sold in competition with the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) in food service areas during the meal periods.
- 2.2 Dietary Guidelines for Americans: The current set of recommendations of the federal government that are designed to help people choose diets that will meet nutrient requirements, promote health, support active lives and reduce chronic disease risks.
- 2.3 Nutrition Education: A planned, sequential, instructional program that provides knowledge and teaches skills to help students adopt and maintain lifelong healthy eating habits.
- 2.4 Oregon Smart Snack: Federal Smart Snacks combined with Oregon School Nutrition Standards
- 2.5 School Campus: All areas of the property under the jurisdiction of the school that is accessible to students during the school day
- 2.6 Meal Period: The period(s) during which breakfast or lunch meals are served and eaten, and as identified on the school schedule.
- 2.7 School Day: The period from midnight before through extended school hours for activities such as clubs, yearbook, athletic practice, band, and drama rehearsals.
- 2.8 Physical Education: A planned, sequential K-12 curriculum that provides cognitive content and learning experiences in a variety of activity areas such as basic movement skills; physical fitness; rhythms and dance; games; team, dual, and individual sports; tumbling and gymnastics; and aquatics.
- 2.9 Selling, sold, or purchasing: A mode of exchange using U.S. currency, tokens, tickets or any other physical piece that is given in return for merchandise.

3.0 PROCEDURE:

3.1 Nutrition Education

- 3.1.1 The District's nutrition education curriculum will be part of a comprehensive health program that is sequential, age-appropriate and skill based, and consistent with the Coordinated School Health model, which concentrates on the well-being of K-12 students. The program will focus on the collaboration of health and physical education, as well as food service, health services; counseling, psychological, and social services; staff wellness, and family and community support in order to help schools become healthy and productive. The curriculum will:

3.1.1.1 Use the State Health Education Standards to develop the common curriculum goals on healthy eating for K-12 nutrition education.

3.1.1.2 Be included in the required personal health courses offered in high school.

3.1.1.3 Provide the opportunity for parental involvement.

3.2 Physical Education

3.2.1 A comprehensive physical activity program encompasses physical activity programming before, during, and after the school day. A comprehensive program includes physical education and school-based physical activity opportunities, which take place throughout the school day outside of the physical education class.

3.2.2 The District's physical education curriculum will provide students with information that will develop the knowledge and skills necessary to benefit from life-long involvement in physical activity and its contributions to a healthy life. The curriculum will:

3.2.2.1 Be a course of study consistent with Oregon standards for physical education and with a focus on developing the knowledge and skills necessary for a lifetime of regular physical activity.

3.2.2.2 Provide an environment where students learn, practice and are assessed on developmentally appropriate motor skills, social skills and knowledge that promote lifelong fitness and health.

3.2.2.3 Provide a comprehensive physical activity program encompassing a variety of opportunities for students.

3.3 Meal Programs

3.3.1 All breakfast and lunch programs, including a la carte entrées, offered through the District's Food Service Department shall meet the nutrition standards required by state and federal breakfast and lunch programs, while also attempting to increase consumption of whole foods, whole grains, fruits and vegetables; and decrease consumption of foods high in saturated fat, hydrogenated and partially hydrogenated fats, and refined sugars within the meal items offered.

3.3.2 Schools shall offer a variety of food choices that are consistent with the Dietary Guidelines for Americans, and as much as possible, provide balanced nutrition from their meals at school.

3.3.2.1 A la carte snack options offered through the District's Food Service Department shall meet the same criteria as required in this procedure for Vending Machines, Student Stores, and Impromptu or Infrequent Fundraising (see sections 3.5, 3.6, and 3.7.)

3.3.2.2 The District's Food Service Department will share available information about the nutritional content of meals with parents and students. Such information may be provided on menus, a website, on cafeteria menu boards, placards, or other point-of-purchase materials.

3.4 Competitive Food Sales

3.4.1 In accordance with federal regulations, the District controls the sale of competitive foods.

3.4.1.1 Foods exempt from this procedure and Oregon Smart Snack Standards:

3.4.1.1.1 NSLP and SBP menu-ed items sold day of Service or day after service in the same or smaller portion sizes to students as ala carte or second meals.

3.4.1.1.2 Foods sold to adults.

- 3.4.1.1.3 Fresh and frozen fruits or vegetables with no added ingredients except water.
 - 3.4.1.1.4 Canned fruit packed in 100% fruit juice or light/extra light syrup.
 - 3.4.1.1.5 Canned vegetables that contain a small amount of sugar for processing purposes to maintain the quality of structure of the vegetable.
- 3.5 Snacks sold to students during the school day on school campus through a la carte, vending machines, student stores and fundraising events must meet the criteria as outlined in attachment A.
- 3.6 Beverages sold to students during the school day on school campus through a la carte, vending machines, student stores and fundraising events must meet the criteria outlined in attachment B.
- 3.7 Entrées sold to students during the school day on school campus through a la carte, vending machines, student stores and fundraising events must meet outlined in attachment C.
- 3.8 School Wellness Climate
- 3.8.1 The District will strive to provide an environment that promotes healthy eating options by providing:
 - 3.8.1.1 Access to food at appropriate meal times.
 - 3.8.1.2 Meal times that provide adequate time for students to eat.
 - 3.8.1.3 Lunchtimes scheduled close to the mid-point of the instructional day.
 - 3.8.2 Marketing of foods and beverages on school campus will only be allowed for those foods and beverages meeting the Oregon Smart Snacks Standards, referenced in attachment, A, B and C.
 - 3.8.3 Classroom parties and celebrations are considered “special events” and are not subject to the nutrition criteria as outlined in this Local Wellness Procedure.
 - 3.8.3.1 Snacks and beverages served at these events must be purchased from commercial, licensed and inspected establishments, such as grocery stores, bakeries or restaurants.
 - 3.8.3.2 Organizers of these functions are encouraged to consider the nutritional impact of all refreshments served. When minimally nutritious items are to be served, organizers are encouraged to provide nutritious alternatives as an option item for students.
 - 3.8.3.3 Organizers will schedule these functions with the classroom teacher(s) or their designee as to not continually disrupt instructional time. To the extent possible, these functions should not take place prior to the lunch period.
 - 3.8.4 Schools will not withhold or limit food choices for food or beverages (including food served through school meals) as consequences for poor behavior.
- 3.9 Record Keeping
- 3.9.1 Records must be maintained at the school or department site for a total of four years (three years plus the current operating year). These records include invoices, a photocopy of the product label and documentation that the products sold meet the criteria in attachments A, B or C.
- 3.10 Responsibility
- 3.10.1 It is the responsibility of each school administrator to ensure compliance in their school to this procedure.

3.10.2 It is the responsibility of the School Districts Chief Operations Officer to monitor and ensure compliance of this procedure.

3.11 The District will establish a Wellness Committee comprised of parents, members of the community, students, and staff.

4.0 ASSOCIATED DOCUMENTS:

4.1 Oregon Law 336.423 Standards for food and beverages sold in schools; exceptions and compliance.

4.2 Oregon Department of Education’s Oregon Smart Snacks document Amended by the 2015 Legislative session to be compliant with Federal USDA regulations.

5.0 RECORD RETENTION TABLE:

Identification	Storage	Retention	Disposition	Protection
N/A				

6.0 REVISION HISTORY:

Date	Description
	See archives for document history.
9/5/17	Added section 1.3, 3.4.1.1, 3.4.1.1.1, 3.4.1.1.2, 3.4.1.1.3, 3.4.1.1.4, 3.4.1.1.5, 3.8.2, 3.8.3 deleted sections 3.8.5.1, updated section 2.9, 3.3.2.1, 3.5, 3.6, 3.7, 4.2 redesigned and updated attachments A, B and C to align with Oregon Department of Education’s Smart Snack and Beverage format and criteria. Approved by Cabinet.
3/27/19	Added section 3.8.4, removed snacks from section 3.8.3, and changed the compliance report frequency to triennially.

7.0 FLOWCHART: There is not a flowchart for this procedure.

8.0 APPROVAL AUTHORITY:

8.1 Chief Operations Officer

Approval on file _____
Signature Date

-ATTACHMENT A - SNACKS

Snacks sold to students through a la carte, vending machines, student stores and fundraising events must meet the criteria below:

Snacks/Side Dishes	<ul style="list-style-type: none"> ➤ Be a whole grain-rich grain product; or ➤ Have as the first ingredient a fruit, vegetable, dairy product, or protein; or ➤ Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or 		
	Grades K-5	Grades 6-8	Grades 9-12
Serving Size	Single-serving, per item as packaged or served, including any condiments		
Calories per serving	≤150 calories	≤180 calories	≤200 calories
Total calories from fat^a	≤35% of total product calories		
Saturated fat^b	< 10% of total product calories		
Trans fat	0 grams		
Sugar content by weight^c	≤ 35% of total product weight		
Sodium limit	≤ 200 milligrams (mg)		
<p>Exceptions:</p> <p>^aTotal calories from fat limit does not apply to reduced fat cheese, part skim mozzarella cheese, nuts, nut butters, seeds, seed butters, and products that consist of only dried fruit with nuts and/or seeds with no added nutritive sweeteners or fat, and seafood with no added fat when not part of a combination food.</p> <p>^bSaturated fat limit does not apply to reduced fat cheese, part skim mozzarella cheese, nuts, and products that consist of only dried fruit with nuts and/or seeds with no added nutritive sweeteners or fat, when not part of a combination food.</p> <p>^cSugar limit does not apply to products that consist of only dried fruit with nuts and/or seeds with not added nutritive sweeteners or fat, dried whole fruits or vegetables; dried whole fruit or vegetable pieces; and dehydrated fruits or vegetables with no added nutritive sweeteners and dried fruits with nutritive sweeteners that are required for processing and/or palatability purposes.</p>			

ATTACHMENT B - BEVERAGES

Beverages sold to students through a la carte, vending machines, student stores and fundraising events must meet the criteria below:

Beverages	Grade K-5	Grade 6-8	Grade 9-12
Water <i>Plain with or without carbonation</i>	All grades – No size limits Caffeine allowed for Grades 9-12 only		
Flavored Water	May not be sold	May not be sold	20 oz. 0 calories (May contain caffeine)
Fruit or Vegetable Juice <i>Full strength, With or without carbonation, unsweetened</i>	≤ 8 fl. oz. 120 calories (15 kcal/oz.)	≤ 10 fl. oz. 150 calories (15 kcal/oz.)	≤ 12 fl. oz. 180 calories (15 kcal/oz.)
Diluted Juice with water only, With or without carbonation, No added sugar or sweeteners	≤ 8 fl. oz. 120 calories (15 kcal/oz.)	≤ 10 fl. oz. 150 calories (15 kcal/oz.)	≤ 12 fl. oz. 180 calories (15 kcal/oz.) (May contain caffeine)
Milk <i>Low-fat (1%) unflavored, or fat-free unflavored or flavored</i>	≤ 8 fl. oz. 150 calories (18.75 kcal/oz.)	≤ 10 fl. oz. 190 calories (18.75 kcal/oz.)	≤ 12 fl. oz. 225 calories (18.75 kcal/oz.) (May contain caffeine)
	<i>Including nutritionally equivalent milk alternatives as permitted by school meal requirements</i>		
Low or No Calorie Beverages <i>With or without carbonation and/or caffeine</i>	May not be sold	May not be sold	≤ 20 fl. oz. 10 calories maximum (≤ .5 kcal/oz.)
Other Beverages <i>With or without carbonation and/or caffeine</i>	May not be sold	May not be sold	≤ 12 fl. oz. 60 calories maximum (≤ 5 kcal/oz.) (May contain caffeine)

ATTACHMENT C - ENTREES

Entrées sold to students through a la carte, vending machines, student stores and fundraising events must meet the criteria below:

Entrées/Main Dishes	<p>Entrée must contain meat/meat alternate and one of the following General Standards:</p> <ul style="list-style-type: none"> ➤ Whole grain-rich food or ➤ Have as the first ingredient a fruit, vegetable, dairy product, or a protein food or ➤ A meat/meat alternate alone (except – yogurt, low-fat or reduced fat cheese, nuts, seeds and nut or seed butters, and meat snacks). ➤ Be a combination food that contains at least ¼ cup of fruit and/or vegetable. <p style="text-align: center;">All Grades K-12</p>
Serving Size	Per item as packaged or served, includes condiments
Calories per serving	≤350 calories
Total calories from fat ^a	≤ 35% of total product calories
Saturated fat ^b	< 10% of total product calories
Trans Fat	0 grams
Sugar content by weight	≤ 35 % of total product weight
Sodium limit	≤ 480 milligrams (mg)
<p>Exceptions: ^aTotal calories from fat limit does not apply to seafood, eggs, or legumes served alone, and not part of a combination food. ^b Saturated fat limit does not apply to eggs when served alone, and not part of a combination food.</p>	