

J-4961 **JL-R**

REGULATION REGULATION

STUDENT WELLNESS**Food Service Operation*****Financial Management:***

- The food service program shall aim to be financially self-supporting. However, the program is essential educational and support activity and budget neutrality or profit generation must not take precedence over the nutritional needs of the students. If subsidy of the food service fund is needed, it should not be from the sale of foods that have minimal nutritional value and/or compete nutritionally with program meals.

Program Requirements:

- Menus should be planned with input from students, family members, and other school personnel and should take into account students' cultural norms and preferences.
- Food pricing strategies shall be designed to encourage students to purchase nutritious items.
- Procedures shall be in place for providing to families, on request, information about the ingredients and nutritional value of the foods served.
- The school food service program shall monitor the nutrient breakdown of their menus. Regardless of menu planning format of nutrient or food based, schools shall analyze the menus offered to students using nutrient analysis software to ensure that United States Department of Agriculture (USDA) guidelines are being met.
- The school food service program shall have in place a procedure for handling leftover food production.

Staffing:

- The District will employ a food service director, who is properly qualified, certificated and/or credentialed according to current professional standards, to administer the school food service program and satisfy reporting requirements.
- The District food service director is strongly encouraged to implement the Arizona Department of Education resources or guidelines, or equivalent, to train food service personnel so that they possess the necessary skills.

- Dining room supervisory staff (teachers, aids, janitorial staff, etc.) shall receive appropriate training in how to maintain safe, orderly, and pleasant eating environments.
- Food service directors and staff are encouraged to inform and collaborate with classroom teachers about the school nutrition-food service environment and nutrition education.

Adequate Eating Space and Time and Appropriate Use of Food:

- Students and staff shall have adequate space to eat meals in pleasant surroundings and shall have adequate time to eat, relax, and socialize. Safe drinking water and convenient access to facilities for hand washing and oral hygiene must be available during meal periods.
- Rewards and incentives for academic performance should be given careful consideration as to the messages they send to students receiving them. If food is included in recognition of academic performance, it should be used in the general celebration of the achievement not as the reward. Teachers and staff will not use foods of minimal nutrition (candy, etc.) as incentives for student academic performance.
- Teachers and staff will model healthy eating behaviors in their classrooms regarding soda, coffee, or eating in the classrooms.

Food Safety:

- All schools will encourage teachers or parents to order pre-packaged foods for classroom parties from the school's food service program or sources providing food in compliance with the Arizona Food Code 2000 to ensure compliance with food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines must be implemented to prevent food illness in schools.
- All food service equipment and facilities must meet applicable local and state standards concerning health; safe food preparation; handling, and storage; drinking water; sanitation; and workplace safety.
- All food service personnel shall have adequate pre-service training and must hold a State issued or equivalent training certificate. All food service workers in establishments handling open food must obtain a food handler's card or applicable requirements for each county following the guidelines of the Arizona Department of Health Services.
- All persons, including parents and volunteers, who work with food at fundraisers or at school functions will have a current Food Handlers card and meet

all guidelines for proper food handling.

Nutrition Education

Instructional Program Design:

- Nutrition education topics shall be integrated within the sequential, comprehensive health education program taught at every grade level, pre-kindergarten (PreK) through twelfth (12th). The nutrition education program shall focus on students' eating behaviors be based on theories and methods proven effective by published research, and be consistent with the state's/District's health education standards/guidelines/framework. Nutrition education shall be designed to help students learn:
 - Nutritional knowledge, including but not limited to the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements and safe food preparations, handling and storage.
 - Nutrition-related skills, including but not limited to planning a healthy meal, understanding and using food labels, and critically evaluating nutrition information, misinformation, and commercial food advertising
 - How to assess one's personal eating habits, set goals for improvement, and achieve those goals.
- Nutrition education instructional activities shall stress the appealing aspects of healthy eating, including portion control, and be participatory, developmentally appropriate, and enjoyable. The program shall engage families as partners in their children's education.
- The District shall make appropriate assessment of all nutrition education curricula and materials for accuracy, completeness, balance, and consistency with the state's/District's educational goals and standards. Materials developed by food marketing boards or food corporations shall be examined for inappropriate commercial messages.

Staff Qualifications:

- Multi-disciplinary staff (i.e., health office, cafeteria, physical education teachers, and community) will be responsible and adequately prepared for nutrition education and regularly participate in professional development activities to effectively deliver the nutrition education program as planned. Preparation and professional development activities shall provide basic knowledge of nutrition, combined with skill practice in program-specific activities and instructional techniques and strategies designed to promote healthy eating habits.

Educational Reinforcement:

- School instructional staff shall collaborate with agencies and groups conducting nutrition education in the community to send consistent messages to students and their families. Guest speakers invited to address students shall receive appropriate orientation to the relevant policies of the school/District.
- School staff is encouraged to cooperate with community groups or other agencies to provide opportunities for student volunteer work related to nutrition, such as assisting with food recovery efforts and preparing nutritious meals for house-bound people. School officials should disseminate information to parents, students, and staff about community programs that offer nutrition assistance to families.

Coordination of Programs:

- The food service program shall be closely coordinated with nutrition instruction. The school cafeteria shall serve as a laboratory to allow students to apply critical thinking skills taught in the classroom. Food service staff shall also work closely with those responsible for other components of the school health program to achieve common goals. The Comprehensive Health Education Standards for Arizona Schools should be implemented throughout the entire school environment. These standards can be viewed at <http://www.ade.az.gov/>.
- The District will offer, as needed, to offer meals during breaks in the school calendar and coordinate with community groups to operate, or assist with operating, a summer food service program for children and adolescents who are eligible for federal program support. A child's need for nutrients does not end when school does.

Food Choices at School and a**Healthy School Environment*****The School Environment:***

- Recess:
 - Schools are strongly encouraged to provide recess before lunch whenever possible.
 - The importance of physical activity for children of all ages and supervised playtime for younger children shall be duly acknowledged. The Center for Disease Control defines physical activity as any bodily movement produced by skeletal muscles that result in an expenditure of

energy.

- Commercial advertising:

- ▲ Partnerships will be evaluated for educational effectiveness by the School District on an ongoing basis.

Nutritious Food Choices:

- All staff, including teachers, administration, food service personnel and volunteers model good nutritional and physical activity behaviors to students. This includes:

- à la carte offerings in the food service program;
- food and beverage choices in vending machines, snack bars, meal-period kiosks, and school stores; and
- food and beverages sold as part of school-sponsored fund-raising activities.

- This kindergarten (K) through grade twelve (12) wellness procedure will not apply to the refreshments served at student parties, celebrations, and meetings. A list of healthy foods would be given to teachers to share with parents for party food planning.

- Foods of Minimal Nutritional Value (FMNV) as defined by 7 C.F.R. 210.11(2) is prohibited from being served or sold anywhere a reimbursable meal is served, sold, and/or eaten. Foods of minimal nutritional value as defined by USDA include carbonated beverages, water ices, chewing gum, hard candies, jellies and gums, marshmallow candies, fondant, licorice, spun candy, and candy coated popcorn.

- Non-creditable food items may be served during the lunch period, as well as contribute to the nutritional content of the menu. However, these foods do not count towards USDA meal patterns. Schools are encouraged to limit availability of these food items to students.

- Creditable food items determined by USDA to have nutritional value and acceptable as a component of a complete meal.

- Schools are encouraged to serve a variety of credible food items.

- The District food service department will provide healthy choice foods and snack lists to teachers and other staff at the beginning of the school year.

Food Sales:

- Food sales or school sales on school grounds (including foods sold as part of a fund-raising activity) require prior approval of the school food service department. The nutrition requirements of USDA's School Lunch Program and the nutrition environment requirements set forth in Policy JL and this regulation must still be met.
 - No competitive foods will be sold or served during meal times or until thirty (30) minutes after meal times.
- Only student organizations and legally constituted, nonsectarian, nonpartisan organizations approved by a designate school official are permitted to engage in fund-raising on school grounds during the school day. Foods sold for fund-raising purposes are prohibited during meal services and until thirty (30) minutes after the last meal is served during the school day.
 - Foods sold for fund-raising purposes during the school day shall be monitored by the food service director to ensure compliance with the nutritional standards established by the USDA for school food service programs, as well as nutrition standards set forth by the Arizona Department of Education Child Nutrition Programs.
 - Organizations raising funds by selling foods must schedule and authorize the fund-raiser with the food service director prior to the event. Foods sold for fund-raising purposes during the school day shall be monitored by the food service director to ensure compliance with the nutritional standards established by the USDA for school food service programs, as well as nutrition standards set forth by the Arizona Department of Education Child Nutrition Programs.
 - School organizations be encouraged to raise funds through the sale of items other than food items.
- Foods and beverages that have as the first ingredient: sugar, corn syrup, shortening, lard, or similar, may not be sold to students on school grounds during the normal school day.

Physical Activity and a Healthy**School Environment*****Physical education class for students during the school day:***

- Prohibit the use of physical activity as punishment, the withholding of participation in physical education class as punishment, or the use of physical education class time to complete assignments from other classes.

Physical activity during the normal school day:

- Elementary schools should provide daily recess periods of at least twenty (20) minutes for all students.
- Grades kindergarten (K) through eight (8) will provide physical activity breaks during regular classroom hours.
- Extended periods of inactivity (periods of two [2] or more hours) are discouraged.
- The District encourages children to accumulate a total of at least sixty (60) minutes of physical activity on all or most days of the week. This can be accomplished through a variety of physical activity opportunities lasting fifteen (15) minutes or more each day.
- Prohibit the removal of recess as punishment.

Measurement and Evaluation:

- The Wellness stakeholder advisory group will include at least one (1) principal, Director of Food Nutrition, Director of Student Support Services, parent representative, student representative, nurse, physical education/health teacher and classroom teacher.

Health and Wellness

Food Service Operation

- **Financial Management**
 - The food service program shall aim to be financially self-supporting. However, the program is essential educational and support activity and budget neutrality or profit generation must not take precedence over the nutritional needs of the students. If subsidy of the food service fund is needed, it should not be from the sale of foods that have minimal nutritional value and/or compete nutritionally with program meals.
- **Program Requirements**
 - Menus should be planned with input from students, family members, and other school personnel and should take into account students' cultural norms and preferences.
 - Food pricing strategies shall be designed to encourage students to purchase nutritious items.
 - Procedures shall be in place for providing to families, on request, information about the ingredients and nutritional value of the foods served.
 - The school food service program shall monitor the nutrient breakdown of their menus. Regardless of menu planning format of nutrient or food based, schools shall analyze the menus offered to students using nutrient analysis software to ensure that USDA guidelines are being met.
 - The school food service program shall have in place a procedure for handling leftover food production.
- **Staffing**
 - CCUSD will employ a food service director, who is properly qualified, certified and/or credentialed according to current professional standards, to administer the school food service program and satisfy reporting requirements.
 - CCUSD food service director is strongly encouraged to implement the Arizona Department of Education resources or guidelines, or equivalent, to train food service personnel so that they possess the necessary skills.
 - Dining room supervisory staff (teachers, aids, janitorial staff, etc.) shall receive appropriate training in how to maintain safe, orderly, and pleasant eating environments.
 - Food service directors and staff are encouraged to inform and collaborate with classroom teachers about the school nutrition-food service environment and nutrition education.
- **Adequate Eating Space and Time and Appropriate Use of Food**
 - Students and staff shall have adequate space to eat meals in pleasant surroundings and shall have adequate time to eat, relax, and socialize. Safe drinking water and convenient access to facilities for hand washing and oral hygiene must be available during meal periods.
 - Rewards and incentives for academic performance should be given careful consideration as to the messages they send to students receiving them. If food is included in recognition of academic performance, it should be used in the general celebration of the achievement not as the reward.
 - Teachers and staff will not use foods of minimal nutrition (candy, etc) as incentives for student academic performance.
 - Teachers and staff will model healthy eating behaviors in their classrooms regarding soda, coffee, or eating in the classrooms.
- **Food Safety**
 - All schools will encourage teachers or parents to order pre-packaged foods for classroom parties from the school's food service program or sources providing food in compliance with the Arizona Food Code 2000 to ensure compliance with food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines must be implemented to prevent food illness in schools.
 - All food service equipment and facilities must meet applicable local and state standards concerning health; safe food preparation; handling, and storage; drinking water; sanitation; and workplace safety.
 - All food service personnel shall have adequate pre-service training and must hold a State issued or equivalent training certificate. All food service workers in establishments handling open food must obtain a food handler's card or applicable requirements for each county following the guidelines of the Arizona Department of Health Services.
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Nutrition Education

- **Instructional Program Design**
 - Nutrition education topics shall be integrated within the sequential, comprehensive health education program taught at every grade level, pre-kindergarten through twelfth. The nutrition education program shall focus on students' eating behaviors be based on theories and methods proven effective by published research, and be consistent with the state's/district's health education standards/guidelines/framework. Nutrition education shall be designed to help students learn:
 - Nutritional knowledge, including but not limited to the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements and safe food preparations, handling and storage.
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 - How to assess one's personal eating habits, set goals for improvement, and achieve those goals.
 - Nutrition education instructional activities shall stress the appealing aspects of healthy eating, including portion control, and be participatory, developmentally appropriate, and enjoyable. The program shall engage families as partners in their children's education.
 - CCUSD shall make appropriate assessment of all nutrition education curricula and materials for accuracy, completeness, balance, and consistency with the state's/district's educational goals and standards. Materials developed by food marketing boards or food corporations shall be examined for inappropriate commercial messages.
- **Staff Qualifications**
 - Multi-disciplinary staff (i.e. health office, cafeteria, physical education teachers, and community) will be responsible and adequately prepared for nutrition education and regularly participate in professional development activities to effectively deliver the nutrition education program as planned. Preparation and professional development activities shall provide basic knowledge of nutrition, combined with skill practice in program-specific activities and instructional techniques and strategies designed to promote healthy eating habits.
- **Educational Reinforcement**
 - School instructional staff shall collaborate with agencies and groups conducting nutrition education in the community to send consistent messages to students and their families. Guest speakers invited to address students shall receive appropriate orientation to the relevant policies of the school/district.
 - School staff is encouraged to cooperate with community groups or other agencies to provide opportunities for student volunteer work related to nutrition, such as assisting with food recovery efforts and preparing nutritious meals for house-bound people. School officials should disseminate information to parents, students, and staff about community programs that offer nutrition assistance to families.
- **Coordination of Programs**
 - The food service program shall be closely coordinated with nutrition instruction. The school cafeteria shall serve as a laboratory to allow students to apply critical thinking skills taught in the classroom. Food service staff shall also work closely with those responsible for other components of the school health program to achieve common goals. The Comprehensive Health Education Standards for Arizona Schools should be implemented throughout the entire school environment. These standards can be viewed at <http://www.ade.az.gov/>
 - CCUSD will offer, as needed, to offer meals during breaks in the school calendar and coordinate with community groups to operate, or assist with operating, a summer food service program for children and adolescents who are eligible for federal program support. A child's need for nutrients does not end when school does.

Food Choices at School and a Healthy School Environment

- **The School Environment**
 - Recess
 - Schools are strongly encouraged to provide recess before lunch whenever possible.
 - The importance of physical activity for children of all ages and supervised playtime for younger children shall be duly acknowledged. The Center for Disease Control defines physical activity as any bodily movement produced by skeletal muscles that result in an expenditure of energy.

- Commercial Advertising
 - Partnerships will be evaluated for educational effectiveness by the school district on an ongoing basis.
- **Nutritious Food Choices**
 - All staff, including teachers, administration, Food Service personnel and volunteers model good nutritional and physical activity behaviors to students. This includes:
 - a la carte offerings in the food service program
 - food and beverage choices in vending machines, snack bars, meal-period kiosks, and school stores
 - food and beverages sold as part of school-sponsored fundraising activities
 - This K-12 Wellness Policy will not apply to the refreshments served at student parties, celebrations, and meetings. A list of healthy foods would be given to teachers to share with parents for party food planning.
 - Foods of Minimal Nutritional Value as defined by 7 CFR 210.11(2) is prohibited from being served or sold anywhere a reimbursable meal is served, sold, and/or eaten. Foods of minimal nutritional value as defined by USDA include carbonated beverages, water ices, chewing gum, hard candies, jellies and gums, marshmallow candies, fondant, licorice, spun candy, and candy coated popcorn.
 - Non-creditable food items may be served during the lunch period, as well as contribute to the nutritional content of the menu. However, these foods do not count towards USDA meal patterns. Schools are encouraged to limit availability of these food items to students.
 - Creditable food items determined by USDA to have nutritional value and acceptable as a component of a complete meal.
 - Schools are encouraged to serve a variety of credible food items.
 - District Food Service Department will provide healthy choice foods and snack lists to teachers and other staff at the beginning of the school year.

Food Sales

- Food sales on school grounds (including foods sold as part of a fundraising activity) require prior approval of the school food service department. The nutrition requirements of USDA's School Lunch Program and the nutrition environment requirements set forth in this policy must still be met.
 - No competitive foods be sold or served during meal times or until 30 minutes after meal times.
- Only student organizations and legally constituted, nonsectarian, nonpartisan organizations approved by a designate school official are permitted to engage in fundraising on school grounds during the school day. Foods sold for fundraising purposes are prohibited during meal services and until 30 minutes after the last meal is served during the school day.
 - Foods sold for fundraising purposes during the school day shall be monitored by the food service director to ensure compliance with the nutritional standards established by the USDA for school food service programs, as well as nutrition standards set forth by the Arizona Department of Education Child Nutrition Programs.
 - Organization raising funds by selling foods must schedule and authorize the fundraiser with the food service director prior to the event. Foods sold for fundraising purposes during the school day shall be monitored by the food service director to ensure compliance with the nutritional standards established by the USDA for school food service programs, as well as nutrition standards set forth by the Arizona Department of Education Child Nutrition Programs.
 - School organizations be encouraged to raise funds through the sale of items other than food items.
- Foods and beverages that have as the first ingredient: sugar, corn syrup, shortening, lard, or similar, may not be sold to students on school grounds during the normal school day.

Physical Activity and a Healthy School Environment

- **Physical education class for students during the school day**
 - Prohibit the use of physical activity as punishment, the withholding of participation in physical education class as punishment, or the use of physical education class time to complete assignments from other classes.
- **Physical activity during the normal school day**
 - Elementary schools should provide daily recess periods of at least 20 minutes for all students.
 - Grade K-8 will provide physical activity breaks during regular classroom hours.
 - Extended periods of inactivity (periods of two or more hours) are discouraged.
 - CCUSD encourage children to accumulate a total of at least 60 minutes of physical activity on all or most days of the week. This can be accomplished through a variety of physical activity opportunities lasting 15 minutes or more each day.
 - Prohibit the removal of recess as punishment.

6-5-06

Measurement and Evaluation

- The Wellness stakeholder advisory group will include at least one principal, Director of Food Nutrition, Director of Student Support Services, parent representative, student representative, nurse, physical education/health teacher and classroom teacher.

**J-4950 JL
STUDENT WELLNESS****Food Service Operation*****Financial Management:***

- It is acknowledged that the feeding of children is primarily a family responsibility. To supplement their efforts, every school shall operate a food service program to ensure that all students have affordable access to the varied and nutritious foods they need to learn and stay healthy.
- The food service program shall aim to be financially self-supporting.

Program Requirements:

- During each school day the food service program shall offer breakfast and lunch under the nutritional guidelines of the United States Department of Agriculture (USDA) National School Lunch and Breakfast Program. The District will ensure that families are aware of need-based programs for free or reduced-price meals and that eligible family are encouraged to apply. The program shall maintain the confidentiality of students and families applying for or receiving free or reduced-price meals.
- The school food service program shall operate in accordance with the National School Lunch Act and the Child Nutrition Act of 1996 as amended and applicable laws and regulations of the state of Arizona. Schools shall offer varied and nutritious food choices that are consistent with the federal government's Dietary Guidelines for Americans. For the purpose of this policy, "Dietary Guidelines for Americans" refers to 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.
- The school food service program shall monitor the nutrient breakdown of their menus. Regardless of menu planning format of nutrient or food based, schools shall analyze the menus offered to students using nutrient analysis software to ensure that USDA guidelines are being met.
- The school food service program shall have in place a procedure for handling leftover food production.

Nutrition Education***Staff as Role Models:***

- School staffs are encouraged to model healthy eating behaviors.

Nutrition-Related Health Problems

and Modified Diets

- School staff shall consistently promote healthy eating to students and other staff. They will be able to recognize conditions such as obesity, eating disorders, and other nutrition-related health problems among students and staff and assist them in finding appropriate services.
- The school food service program will comply with USDA's disability requirements for modified diets. The school food service program is strongly encouraged to meet ethnic dietary requests as recommended by USDA.

Food Choices at School and a

Healthy School Environment

The School Environment:

- Recess:
 - Careful consideration of the school lunch environment shall be taken into account when scheduling recess.
- Commercial advertising:
 - Partnerships between schools and businesses are encouraged and business sponsorship of educational activities and materials shall be duly acknowledged. However, such partnerships shall be designed to meet District educational needs, healthy School District environment goals, School Board policy, and Arizona Revised Statutes (ARS) alignment.
 - Advertising messages should be consistent with and reinforce the objectives of the educational and nutrition environment goals of the school. Advertising of foods or beverages in the areas accessible to students during meal times must be consistent with established nutrition environment standards.

Nutritious Food Choices:

- Only foods of good nutritional content including fruits, vegetables, low-fat dairy foods, and low-fat grain products, will be available wherever and whenever food is sold or otherwise offered at school during the normal school day. Schools shall take efforts to encourage students to make nutritious food

choices.

- Food and beverages sold or served on school grounds or at school-sponsored events during the school day shall meet the Dietary Guidelines for Americans and other nutrition standard guidelines as set forth by the Arizona Department of Education Child Nutrition Programs.

Physical Activity and a Healthy

School Environment

Physical education class for students

during the school day:

- Implement a sequential physical education course of study consistent with national standards for physical education with a focus on students' development of motor skills, movement forms, and health-related fitness.
- Physical education courses should be the environment in which students learn, practice and are assessed on developmentally appropriate motor skills, social skills, and knowledge.
- The District will create a total school environment that is conducive to healthy eating and physical activity.

Measurement and Evaluation

The District's prekindergarten (PreK) through grade twelve (12) wellness policy will be managed and evaluated by a wellness stakeholder advisory group.

Adopted: June 13, 2006

LEGAL REF.: A.R.S. 15-242

The National School Lunch Act (42 U. S. C. 1751 et seq.)
and the Child Nutrition Act (42 U.S.C. 1771 et seq.),
as amended.

CROSS REF.: ABA - Community Involvement in Education

ABAA - Parental Involvement

BBA - Board Powers and Responsibilities

EF - Food Services

EFE - Vending Machines

IA - Instructional Goals and Objectives