

**USDA Wellness Committee**  
**4/18/24 (Thursday) at 3:30 am**  
**Via Zoom**

**MINUTES**

**Attendance:** Linda Lannin, Amy Cassidy, Jennifer Rocheleau, Emmie White, Paula Izbicki, Allie Buschman, Stacie Sanborn and Kelly Seeley

**1. FY24 Committee Membership Update**

- Several other open positions: Food Service position, PE Teacher (preferably elementary), parent and two students.

New additions to cmte: PE Teacher- Megan Chevrefils at HUES and Board Member- Johanna Shriver-Halligan, Brookline School Board

**2. Updated Policy**

- Now approved in all 3 districts

**3. One Page Staff Education Document-Allie**

- Latest version (see attached)
- Additional adjustments or are we ready for approval
- Distribution plan – When to send; Email wording

Took a look at Allie's flowchart/ flyer/ decision tree, floor was opened for suggested changes- none were offered

Paula: very pleased with the outcome of the chart. She finds it plain and simple.  
Cmte agreed with this sentiment

Kelly: When do we want this distributed/ emailed to staff?

Allie: notes we need to be aware of holidays/ maybe plan around that

Kelly: October and December?

Allie: agrees with right before Halloween, offered to change Dec. to Feb. to account for Valentines Day

Amy: likes Oct and Feb to send out

Kelly: What do we want the emails to say?

Paula: likes references to "tree" and federal mandates

Allie: "the shorter [emails] the better" to ensure staff absorbs info, went on to give a short example (just a few sentences)

Linda/ Paula: agrees with Allie

Cmte happy with phrasing of drafted email (Scenario 1) offered by Kelly

Kelly: Should we send the email out now or wait for FY25?

Allie: Sees benefit in now with end of year parties and LOTS of info goes out beginning of year,... could go either way

Linda: likes idea of fresh start next year

Amy: agrees with Linda

#### **4. Goals/Ideas for Next Year**

- Homework – Review the goals/ideas everyone brings to the meeting · Start creating next year's baseline assessment

Paula: HPS did persuasive letters to Paula and she got notes from students about the lunch room that offered really good insight (the way food is served, food running out, foods they're liking a lot, etc)

- HPS may incorporate a suggestion box next year for recommendations on student lunch options and physical activity

Stacie: health/ wellness team in each school to address kids that we are not capturing especially with food insecurities. More pointed approach in each school and better access to student needs at each level. Members: SRO, admin, social work, counselor, teachers

- There is a wellness team at HPS trying to accomplish some of this. Noted that it needs to grow
- Allie would love to see a team in each building, curious about the limitations that each program may face. Change is motivating, wants teachers to be able to make real impact
  - Amy assures there is room for movement, notes we could better advertise changes that are made

Allie: wonders if we have made headway on bettering the breakfast options for students (egg sandwich, oatmeal), and if this is something that the health/ wellness team could help with

- Amy: new regulations have already forced change to get less sugary options in our schools. More to come when the new USDA Standards drop

Need to look at food insecurity for all schools/ see if Free and Reduced Lunch Program can be better utilized

- Kelly asked if Paula and Stacie to put together the verbiage for this program

Jenn: offered idea about a food festival/ event open to community to aid in education

- Can bring in outside organizations (Hannafords) to teach students in a more exciting way
- Kelly asked her to get some language together for this

Linda: would like to see more documentation on physical activity. Notes that HPS is great at keeping the kids active, can incorporate into other

schools

\*HBMS needs more physical activity due to the age\*

- Cmte talked about how HBMS needs more activity point blank

Kelly was excited to see so many ideas. We'll work on the wording for each idea and get them included in the baseline assessment for next year.

## **5. Status of USDA Timeline for Updating the School Menu Standards-Amy**

Amy: USDA overwhelmed with comments, update to come in April with final approval/ implementation timeline

- Wanted to start for FY25 school year, likely will not. Expected to only affect breakfast and snack options

## **6. FY24-New Policy, New Procedures**

- Wellness Coordinators used the assessment tool to gather the data for their school in November
- Principals' have been given the results of their assessment so they know what improvements need to be made January through May
- Wellness Committee reviewed the baseline data in January
- Wellness Coordinators will use the assessment tool to gather the data for their school again in May
- Wellness Committee will review, in June, the data gathered in May to analyze the improvements made from the baseline assessment done in November

Highlighted shows where we are in the overall plan. Cmte will work on including the new ideas discussed into next year's assessment.

Kelly will provide cmte with the May data from the schools with the hope that schools are improving in weak areas. Cmte would like to be able to change some of the focuses and inform staff members of the JLCF: Wellness Policy

## **7. Next Meeting: June 6th – 3:30 pm via Zoom**

## **8. FY24 Meetings:**

- June 6<sup>th</sup>