



Yuma Union High School District Local School Wellness Initiative

This Document is a supplement to the Yuma Union High School District Board Policies JL, JL-RA, and JL-RB regarding Student Wellness. At a minimum this wellness initiative meets the Federal standards for local school wellness policy implementation under the final rule of the Healthy, Hunger-Free Kids Act of 2010, the Alliance for a Healthier Generation Healthy Schools Program Bronze-level award criteria and best practice standards accepted in the public health fields, and by Arizona Department of Education.

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Yuma Union High School District

School Wellness Mission:

Yuma Union High School District is committed to the optimal development of every student. The District believes that for students to achieve personal, academic, and social success, we need to create a positive, safe, and health promoting learning environments throughout our school community. Every student college, career and community prepared.

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School Wellness Committee Role and Membership

Yuma Union High School District will convene a representative wellness committee that will meet bi-annually to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of the District wellness initiative.

- Bi-annual committee either in-person or virtual
- Public advance notification provided to encourage attendance and participation
 - Notice on District website: <http://www.yumaunion.org>
 - Electronic messaging through ParentSquare
 - Electronic messaging to students through Canvas Banner/Announcement
- Committee members include: District Administration, Student Nutrition, Health/Physical Education, School Nurse, Parents and Students.

The District has designated the following official who has the authority and responsibility to ensure each school complies with the local wellness initiative.

- The designated official for oversight of implementation at each school is: Superintendent's Designee
- The designated official for convening the wellness committee is: Superintendent's Designee
- The person designated for informing the public about the wellness policy is: Superintendent's Designee

Wellness Policy Initiatives

- Initiatives will include:
 - Compliance with Yuma Union High School District School Board Polices: JL, and Regulations JL-RA & JL-RB
 - Promotion & participation in these Federally funded meal programs: School Breakfast Program, National School Lunch Program, Afterschool Snack Program, At-Risk Afterschool Supper Program and Summer Food Summer Program
 - Promote new menu items
 - Using District approved electronic communication: Canvas Announcements/Banners
 - All Students have opportunities to participate in physical activity before, during and after school
 - Promotion of other school-based activities including: healthy eating and physical activity to parents/caregivers, families and general community throughout the school year.
 - Involve students in establishing marketing meal programs provided
 - Solicit student feedback and suggestions

Nutrition Standards

- School Meals: The school meal programs provided to students at Yuma Union High School District are aimed at improving the diet and health of school children, help mitigate childhood obesity, model health eating to support the development of lifelong healthy eating patterns and support health choices while accommodating cultural food preferences and special dietary needs. Yuma Union High School District School Board Policies: EF, EF-EB and Regulation EF-R.
 - All schools in the District will participate in School Breakfast Program and National School Lunch Program
 - All meals will, at a minimum, meet the new Federal meal pattern requirements,
 - At no cost, potable water and drinking cups will be available to all students during meal periods
 - Additional standards include:
 - All schools in the District will participate as in the Summer Food Summer Program
 - All schools in the District will participate in At-Risk Afterschool Supper Program
 - All schools in the District will have access to participate in the Afterschool Snack Program
 - All schools in the District shall have access to order and receive student field trip meals for all meal programs: breakfast, lunch, and supper.
 - Seasonal fresh fruits & vegetables served each school day
 - Students are served lunch at a reasonable and appropriate time of day.
 - When available local and/or regional products are incorporated into the school meal program.
 - All schools in the District will provide "share bins" during each meal period. Share bins are defined as a designated area for students to put shelf stable unwanted pre-packaged items from their school lunch meal. Any student will have access to the share bins during meal periods to take additional meal components.
 - Student Nutrition will ensure that all students receive electronic copies of the monthly menu, as well maintain district website with menu information.
 - Printed monthly menus will be displayed in all school cafeterias.
 - Student Nutrition Department will ensure that all students have electronic access to menu nutritional and manufacturer product ingredient statements.

- **Competitive Foods and Beverages**

- Nutrition standards for competitive foods and beverages must, at a minimum, meet the United States Department of Agriculture (USDA)'s Smart Snack in Schools guidelines. These guidelines apply to all foods sold on the school property and during the school day. Yuma Union High School District School Board Policy EFE
 - School property is defined by school grounds and all buildings behind the school fence.
 - School day is defined by 12:01am-30 minutes past the end of the school day bell.
 - Outside district programs housed on school property are subject to same regulations.
 - All food items sold as ala carte by Student Nutrition must comply with Smart Snack Standards.
 - School operated vending machines must be on a timer to be turned off during designated meal periods, regardless of the machine's location.
 - Food and beverages sold in school operated vending machines must comply with Smart Snack Standards.
 - What food and beverage items meet the Smart Snacks standards?
 - United States Department of Agriculture (USDA) has partnered with the Alliance for a Healthier Generation to provide an online calculator to help determine if a product complies with Smart Snacks Standards, which can be found at Alliance Product Calculator.
 - <https://foodplanner.healthiergeneration.org/calculator/>
 - Advertisement for food and beverages items that do not meet or exceed Smart Snack Standards are prohibited.
 - Celebrations and Rewards
 - Arizona Law (ARS 15-242) states that all food and beverage served to students grades 9-12 must meet or exceed United States Department of Agriculture (USDA)'s Smart Snacks Standards.
 - This applies to all food and beverages provided regardless if given at not cost or sold to students during the school day.
 - To ensure compliance, only food prepared or obtained by the Student Nutrition Department should be served to students.
 - These guidelines apply to food and beverage items sold during the defined school day:
 - School sponsored events
 - Celebrations and parties
 - Classroom rewards and incentives

- **Fundraising**

- Arizona Department of Education (ADE) allows infrequent, specially exempted fundraisers, where food sold on campus during the school day does not meet Smart Snack Guidelines and complies with the following: Yuma Union High School District School Board Policies: JJE & Regulation JJE-R
 - The Campus Principal will submit the exemption request form to Arizona Department of Education (ADE) prior to the food and beverage related fundraiser.
 - <https://www.yumaunion.org/departments/student-nutrition#fs-panel-16421>
 - The sponsor of the fundraiser will provide Student Nutrition Department with event details prior to the date of the event.
- What is considered a fundraiser?
 - United States of Department of Agriculture (USDA) and Arizona Department of Education (ADE) consider a fundraiser to be an event that includes any activity during which currency/tokens/tickets, etc. are exchanged for the sale/purchase of a product in support of the school or school-related activities. For example, giving away food but suggesting a donation would be considered a fundraiser, since funds may be raised as a result. Another example may include a vending machine available at athletic events when the profits are used to support a school-sponsored activity or club, such as the school band or football team. LEAs shall use this guidance when reviewing school-sponsored fundraisers for their schools.
- What is the allowable length of an exempt fundraising event?
 - Fundraisers should be single events for a duration not exceeding one week. For instance, installation of a year-round vending machine containing non-compliant food choices competing with healthy meals does NOT represent a fundraiser regardless of who receives the profits and will not be approved. Smart Snacks Standards do not apply to foods sold outside of the school day (school day is defined for purposes of Smart Snacks compliance)

- **Food and Beverage Marketing in Schools**

- Food and beverage marketing are defined as advertising and other promotions in schools. Food and beverage marketing often include oral, written, graphics or use of social media for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product. All products marketed on the school campus must, at a minimum, meet the Smart Snack Guidelines.
 - All foods and beverages advertised on the school campus during the school day must meet or exceed the United States Department of Agriculture (USDA) Smart Snack Standards. Applicable to the following:

- Vending machines
- School equipment such as marquees, message boards, scoreboards, busses and alike.
- Cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment.
- Posters, book covers, school supplies and alike.
- Advertisements in school publications or mailings, includes all forms of social media outlets.
- Free product samples, taste tests or coupons of a product or free samples displaying advertising of a product. Products that are in compliance as part of the meal component is an exception.
- Additionally, the Athletic Director and Executive Director Student Nutrition will review existing contracts and consider new contracts, equipment and purchasing decisions reflecting applicable marketing guidelines.

Meal Accommodations

- Menu modifications for students with special dietary needs to include food allergies
 - Meal accommodations do not include meal preferences
 - Meal accommodations do not include religious meal preferences
 - Students requiring **reasonable meal accommodations** must submit the following request for special dietary accommodations to the Student Nutrition Department. The special request form must be completed by a medical professional.
 - Request for special dietary accommodations is available on the Student Nutrition webpage
 - <https://resources.finalsite.net/images/v1702486546/yumaunionorg/y6otdrsv66f54j50iybw/Medical Statement for Students with Special Dietary Accommodations-ElenaHildreth.pdf>
 - Student Nutrition Department will communicate directly with parent/guardian and student regarding specific menu accommodations.
 - Students who are place in detention or held back from main stream- Yuma Union High School District School Board Policy JKB
 - If a student is with held from participating in attending meal service with the rest of the student population, they **will not be** denied access to meals. It is our commitment that these students will be provided full access to all menu options. To ensure full access, students will be provided with a meal pre-order form to order their meal of choice.
 - Students attending on and/or off campus school sponsored field trips and events will have access to prepared sack meals for each meal period missed during their off-campus event.

Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

- Implementation of the Wellness Policy
 - The Wellness Initiative and subsequent goals will be communicated to all schools. All of the schools will be required to implement these initiatives and begin working toward 100% compliance.
- Triennial Progress Assessments
 - At least once every three years, the Local Educational Agency (LEA) must conduct a comprehensive assessment of their wellness initiative.
 - The results of the assessment must be made available to the public. Results will be displayed on District webpage: <http://www.yumaunion.org>
 - Yuma Union High School District is committed to ensuring that all schools complete annual wellness assessments. Annual assessment results will be made available to the public on the District webpage.
 - The District will utilize the Local Wellness Initiative activity and assessment tool to determine each school's compliance and areas of opportunity.

Revisions, Updating and Assessments Updating Wellness Initiative

- Yuma Union High School District will conduct bi-annual wellness committee meetings
 - Meetings will be announced using the Districts webpage, ParentSquare and through Canvas announcements
 - Meetings will be open to community participation
 - The meeting agenda and minutes will be posted on the Districts webpage: <http://www.yumaunion.org>
 - Annual Wellness Initiative updates/revisions will be made available on the Districts webpage.
 - Annual and triennial assessments will be available on the Districts webpage

Other Activities that Promote Student Wellness

- Student Advisory Committee
 - Working with student organizations (Senate, STUCCO and alike) on meal programs provided.
 - Open communication between students and Student Nutrition Department on ways to enhance communication, update program and share ideas

- Electronic communication to students
 - Email monthly menus and nutritional information to all students, at minimum five days prior to the first service day of new month
 - Use Canvas to communicate and market menu directed to students
- Utilize Yuma Union High School District webpage: <http://www.yumaunion.org>
 - Maintain student nutrition webpage content with current information
 - Ensure that student nutrition webpage provides comprehensive nutritional and allergen information
- Printed marketing in student serving areas
 - Ensure that monthly menus are posted in clear view
- Staff Qualifications and Professional Development
 - All school nutrition directors, managers and staff will meet or exceed annual continuing education/training requirements in the United States Department of Agriculture (USDA) professional standards for school nutrition professionals. In addition, at minimum all student nutrition staff will complete annual allergy awareness training.

YUHSD #70 School Board Policies Related to Local School Wellness Initiative

- EF: Food Services
- EFE: Competitive Food Sales/Vending Machines
- EF-EB: Student Nutrition Services Information About the School Lunch Service
- EF-R: Regulation Food Services
- JJE: Student Fundraising Activities
- JJE-R: Regulation Student Fundraising Activities
- JKB: Detention of Students
- JL: Student Wellness
- JL-RA: Regulation Student Wellness
- JL-RB: Regulation Student Wellness

EF ©
FOOD SERVICES

The District food service program shall strive to provide well-balanced meals that are nourishing, available at moderate prices, and served in a pleasant surrounding.

The Board shall establish prices to be paid by students for school meals and the price charged to adults who purchase meals.

The Superintendent shall develop procedures to implement this policy and shall formulate a plan to provide free or reduced price meals for all eligible students.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-239

15-242

15-342

15-1151

15-1152

15-1153

15-1154

15-1155

15-1157

15-1158

15-1251

Arizona Department of Education: The Arizona Nutrition Standards
Public Law 111-296, Healthy, Hunger-Free Kids Act of 2010 Sec. 205 -
Equity in School Lunch Pricing

Richard B Russell National School Lunch Act 42 U. S. C. 1751 *et seq.*

Child Nutrition Act of 1966 42 U.S.C. 1771 *et seq.*

CROSS REF.:

GDN - Supervision of Support Staff Members

JL - Student Wellness

REGULATION

FOOD SERVICES

District and school administrators will work together to provide a safe, accessible and compliant food service program and shall observe the following directives in operating the food services programs.

Meals in schools. Each school shall:

- A. Provide meals at a reasonable price and accordingly shall use state allocated food services funds to supplement federal funds as a means of keeping prices within reach of paying students.
- B. Encourage students to participate in each school's meal program while still allowing meals to be brought from home.
- C. Provide modified meals, upon a physician's written request, for students with food allergies or other special food needs. (The allergies would be of a life threatening or severe reaction nature.)

Menu.

Each school that includes grades nine (9) through twelve (12) are:

Prohibited from the sale of FMNV in the dining, serving, and kitchens areas during breakfast and lunch periods.

Each school, (nine [9] through twelve [12]) shall inform families, upon request, about the ingredients and nutritional value of the foods served.

Competitive foods. Competitive foods mean any foods sold in competition with the National School Breakfast and Lunch Program to students during the meal periods. The principal may approve the sale of competitive foods if:

- A. All income from the sale of such foods accrue to the benefit of:
 1. The nonprofit school food service; or
 2. The school or student organizations approved by the District.
- B. They are sold in locations other than the dining, serving, and kitchen areas.
- C. The school promotes an overall school environment that encourages students to make healthy food choices.
- D. The competitive foods meet the state nutrition standards.

Pricing, posting, and expenses. The school meal program must be nonprofit. Pricing for student meals shall be established considering market share, creation and loss of revenue and shall be reviewed and adjusted periodically as necessary. The District in compliance with Section 205 of the Healthy, Hunger-Free Kids Act of 2010, shall provide the same level of support for lunches served to students who are not eligible for free or reduced price lunches as they are for lunches served to students eligible for free lunches. Revenue generation should not take precedence over the nutritional needs of students. Prices for adult meals and catering shall be reviewed periodically and shall reflect direct cost of operations. Revenues received are to be used only for the operation or improvement of the program.

Schools shall ensure that:

- A. The sale price of any food items sold including a reimbursable meal shall be posted in the dining area.
- B. School meal program facilities used by outside organizations or individuals must have approval from the school principal or food service supervisor.
- C. If outside organizations or individuals use the food service facilities, a qualified staff member must be on duty.
- D. All food items and/or consumable supplies purchased through the food service program and all labor used for a special meal function must be reported. The sponsoring agency must be billed for the food, labor and other costs of the special function. All special meal functions must operate on a self-sustaining basis.
- E. Each person who eats a school meal must pay the regular price for the meal with two (2) exceptions:
 1. Students who have an approved free or reduced-price income application on file for the current school year.
 2. Food service employees who are paid from school lunch funds.
- F. No person is permitted to take food or garbage from the food service program for personal use.

Training. The school meal program director/supervisor will develop ongoing in-service and staff development training opportunities for staff in the area of food safety, nutrition, and customer service.

Eligibility. Principals will ensure that families are aware of need-based programs for free or reduced price meals and encourage eligible families to apply. The confidentiality of students and families applying for or receiving free or reduced priced meals shall be maintained.

Dining environment. Principals shall ensure that students and staff 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 shall be available.

Student workers. Students shall be allowed to assist with meal preparation and service if mutually agreeable between the parent, teacher, and food service staff. Student workers must receive documented food safety and sanitation training.

Denial of meals as disciplinary action. School personnel shall not withhold food from students as punishment. Disciplinary action, which indirectly results in the loss of meals, is allowable (such as suspension from school). Any student attending school, who is not allowed to eat in the cafeteria for disciplinary reasons, shall have a reimbursable meal made available to them.

Feeding Senior Citizens. The District may enter into an agreement to provide meals for persons sixty (60) years of age or older and their spouses, or any group of such persons.

Student, Parent, Teacher and Community Involvement. The District shall promote activities to involve student and parents in the food/nutrition program. Activities may include menu planning, enhancement of the eating environment, program promotion and related student-community support activities. Schools are encouraged to use the school meal program to teach students about good nutrition practices. School faculties and the general community should be involved in activities to improve the overall acceptability of the food service program. Each school should welcome and encourage parents to eat with students.

Recordkeeping. The District must keep complete and accurate records of the school meal program to serve as a basis for claims for reimbursement and for audit and review purposes. All records and tickets must be kept in accordance with the National School Lunch Program and School Breakfast Program State Guidance Manual.

Safety inspections. The District is required to obtain a minimum of two (2) food safety inspections each school year.

Other food sales. Food sales by student or adult entities or organizations shall be permitted provided these sales ensure optimum student participation in the school meals program and are in compliance with state and federal regulations.

When meals or snacks are offered to students in organized after-school education or enrichment programs, they should be provided by the food services program.

EXHIBIT

FOOD SERVICES

CODE OF STANDARDS

The duties of any officer, employee, or agent of the District who has occasion to handle school food or monies shall be performed in a manner consistent with good business practices. This shall include prohibition of:

- A. Solicitation or acceptance of gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subagreements.
- B. Participation in awards or administration of contracts to firms in which the employee, or any member of the employee's immediate family, has a financial or other interest.

If financial interest is not substantial, or the gift is unsolicited and of nominal intrinsic value, the officer, employee, or agent of the District shall conform to the requirements of Policies BCB, DJ, or GBEEA.

Penalties or other disciplinary actions for infractions will be based on the seriousness of the violations. Disciplinary actions may include, but are not limited to:

- A. A written disciplinary report filed in the individual's personnel file.
- B. Suspension of duties.
- C. Termination of employment.
- D. Prosecution by legal authorities.

Distribution Instructions

These standards are incorporated into the general operation policy manual of the District and are reviewed regularly by the Superintendent or the Governing Board. Copies of these standards are to be distributed to all personnel who have occasion to handle school food, monies, or supplies, together with their supervisors and program directors.

CROSS REF.:

BCB - Board Member Conflict of Interest

DJ - Purchasing

GBEEA - Staff Conflict of Interest

GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members

GDQD - Discipline, Suspension, and Dismissal of Support Staff Members

EXHIBIT

FOOD SERVICES

STUDENT NUTRITION SERVICES
INFORMATION ABOUT THE SCHOOL LUNCH SERVICE

Meals and á la carte items are available for purchase in every school cafeteria every school day. Meals and á la carte sales are tracked using an electronic debit Point of Sale system (POS). The amount of the purchase is subtracted from each student's account at the time of sale. To access student meal accounts, each student is given a Student ID number when they register in the District. This number will be used every time a purchase is made. It is the parent or guardian's responsibility to provide adequate funds to cover their child's daily purchases.

Families are encouraged to apply for free and reduced price meal benefits. Any family that falls into a negative balance will receive a written notification to encourage them to apply for free or reduced price meal benefits. Click the link to complete an [English Application](#) or [Spanish Application](#).

School Lunch Charges:

The parent/guardian is responsible to pay the full price for meals until an application is approved. Students will be allowed to charge a meal to their account if they do not have funds to pay for lunch. All charges to the student's account are the responsibility of the parent/guardian. If negative charges accumulated before or during the application process, the parent/guardian is responsible for paying that debt up to the date that the free lunch status is approved.

Every effort (setting up a payment plan, reviewing the free/reduced meals program, etc.) will be made to collect payment prior to taking further action. If a student's meal account is in the negative, he/she will not be denied a reimbursable meal at any time; however meal accounts will continue to be charged and accrue accordingly if purchases are made.

A student who requests a school meal will not be denied a reimbursable meal option, unless the student's parent or guardian has provided written permission to withhold a school meal. Parents can establish limits or prohibit the charging of food items. This request *MUST* be done in writing or by e-mailing ehildreth@yumaunion.org. When those restrictions are in place, a student will not be provided a meal.

Á la carte items:

Á la carte items offered may vary per school. Yuma Union High School District (YUHSD) does not allow charging for á la carte items. If a student has cash in hand and has a negative balance, students will be able to purchase á la carte items. Students may use their meal account to purchase á la carte items.

How Do I Deposit Money Into A Student Account?

Families are encouraged to prepay for meals. Money is accepted in the school cafeteria daily for payments on the day of service. Families may also add funds with a credit/debit card or electronic check payment through MySchoolBucks, an online payment service at www.myschoolbucks.com.

MySchoolBucks charges a convenience fee to use their service.

How Will I Know When to Make a Deposit?

My School Bucks can be used to check your child's account activity and set up low balance notifications. Families will be sent a low balance or past due balance to their e-mail account on file.

Checks Returned for Non-Sufficient Funds (NSF):

When a check is returned for "NSF," a letter will be sent to inform the parent(s) from the Student Nutrition Director. Payment for the NSF check must be in the form of cash, cashier's check, or money order. Payment must be received within ten (10) days of the date of the letter.

End of School Year Balances

End of school year balances will remain in the account at the end of each school year and will be ready for use when the student returns at the beginning of the following school year until twelfth (12th) grade. Parents/Guardians of graduating students may request the remaining balance be transferred to a sibling, or receive a refund by submitting a "Refund or Transfer Request Form," located under the Student Nutrition Department tab on the School District's website. A refund will only be issued to the parent or guardian on file. Unclaimed balances will be transferred to the Student Nutrition Department.

Moving Out of the District/Withdrawal:

When moving out of the District or when withdrawing from Yuma Union High School District, parents/guardians should contact the Student Nutrition Department to review their student's account and to receive a refund for any funds left in the account or pay any outstanding balance owed. Parents/guardians should complete a "Refund or Transfer Request Form," located under the Student Nutrition Department tab on the School District's website.

For more information or assistance contact the Student Nutrition Department at 928.502.4773 or e-mail awhiddon@yumaunion.org or ehildreth@yumaunion.org.

In accordance with Federal Civil Rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

(2) Fax: (202) 690-7442; or

(3) E-mail: program.intake@usda.gov.

This institution is an equal opportunity provider.

REGULATION

**FREE AND REDUCED - PRICE
FOOD SERVICES**

Free and reduced price meals will be provided to all students who are eligible. The District shall have an approved free and reduced-price policy statement on file at the Arizona Department of Education.

The supervisor of the school meal program is designated to determine which individual children are eligible for free or reduced price meals and to ensure compliance with all policies, rules and regulations of the United States Department of Agriculture and the Arizona Department of Education.

In providing free and reduced-price meals, the District shall:

Provide for public announcements. Near the beginning of the school year, an announcement must be made to notify the public of the availability of the National School Lunch Program (NSLP), the School Breakfast Program (SBP), the School Milk Program (SMP), and the Food Commodity Program (FCP). The notice must include the eligibility criteria for reduced price meals and/or milk. The public news release will be provided to the local news media. The District shall submit a public/press release to local employment offices and major employers contemplating layoffs in the attendance area of the school. Copies of the public release shall be made available upon request to any interested party.

Send notices to households (Parent Letter). A letter or notice informing households about the availability of the school meal program is to be distributed at the beginning of each school year.

The letter must state the option of free and reduced price benefits. An application form must be distributed to all households of children in attendance at the school who were not determined eligible through Direct Certification match results or from the migrant/homeless/runaway list. The application should not be distributed earlier than July 1, or no more than thirty (30) days prior to the beginning of the school year, whichever is later. New students enrolling in school after the school year begins must be provided a letter/notice and application form when they enroll.

Applications for free or reduced price meals programs shall be available to students at all times during the regular school day.

Provide for Foreign Language Translations. In schools where a significant number or proportion of the population eligible to be served needs information in a language other than English, the District must make reasonable efforts, considering the size and concentration of such population, to send appropriate non-English language household letters/notices and application forms to such households. Schools will provide households with assistance in completing applications through the use of foreign language personnel.

Enforce Confidentiality/Disclosure of Eligibility. All procedures shall insure that names of children eligible to receive free or reduced-price meals shall not be published, posted, or announced in any manner. Information such as family size, income and social security numbers shall remain confidential and shall not be shared for any purpose. No individual indicators of participation shall be maintained in the permanent record of any pupil not otherwise allowed by law.

Disclosure may be made of aggregate information, such as the number of children eligible for free or reduced price meals, to any program or individual. Aggregate information shall not identify children.

Ensure Nondiscrimination Practice. There shall be no overt identification of any eligible children by use of special tickets, special tokens, serving lines, separate entrances, separate dining areas, or by any other means. When more than one (1) lunch, breakfast or type of milk is offered, the children shall have the same choice of meals that is available to those children who pay the full price. Children shall not work for their meal unless other children are required to do so as part of their educational training.

No child shall be discriminated against because of race, color, national origin, religion, age, sex or handicap.

Parents/guardians who appeal the challenge of decisions on applications and school officials' challenges to the correctness of information contained in an application or of continued eligibility of any students for free or reduced-price meals shall have a fair hearing. During an appeal and hearing, the student will continue to receive free or reduced-price meals.

EFE ©
COMPETITIVE FOOD SALES /
VENDING MACHINES

Vending Machines

Vending machines may be located on school campuses.

Vending machines will only dispense foods that meet nutrition standard guidelines as set forth by the Arizona Department of Education Child Nutrition Programs and the U.S. Department of Agriculture requirements for foods and beverages that are sold individually. Vending machines shall not compete with the District food service program.

Competitive Food Sales

Competitive food sales and marketing will be consistent with nutrition education and health promotion. As such, schools will limit food and beverage marketing to the promotion of foods and beverages that meet nutrition standards for meals or for foods and beverages sold individually. School-based marketing of Foods of Minimal Nutritional Value (FMNV) is prohibited. The promotion of healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products is encouraged.

Allowable marketing activities that promote healthful behaviors include vending machine covers promoting water; pricing structures that promote healthy options in à la carte lines or vending machines; sales of fruit for fund-raisers; and coupons for discount health and fitness memberships.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-242 Nutrition Standards

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.:

JL - Student Wellness

LC - Relations with Education Research Agencies

JJE ©
STUDENT FUND - RAISING ACTIVITIES

Fund-raising activities by students on school premises or elsewhere as representatives of the school will be permitted only for the types of fund-raising activities approved by the Governing Board and when connected with specific school activities approved by the Superintendent.

Participation in contests or fund-raising activities shall be governed by the following criteria:

- A. The aim of the activity shall benefit youth in educational, civic, social, and ethical development.
- B. The activity shall not be detrimental to the regularly planned instruction.

The proceeds of all fund-raising activities shall be deposited in the Student Activity Fund, and funds from such activities shall be used only as specified in the Uniform System of Financial Records.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-1121 through 1123

CROSS REF.:

DIC - Financial Reports and Statements

JJE - Student Activities Funds

JJE-R

REGULATION

STUDENT FUND - RAISING ACTIVITIES

Individual school fund-raising activities must have approval by the principal.

Any student fund-raising activities that include the sale of food or beverages cannot compete with the school lunch program.

JKB ©
DETENTION OF STUDENTS

Reasonable detention before school, at noontime, or at the close of the school day is permitted, provided that appropriate consideration is given to student transportation, weather, and other extenuating circumstances. However, a student shall not be denied the privilege of eating.

Adopted: date of Manual adoption

LEGAL REF.:
A.R.S.
15-843

JL ©
STUDENT WELLNESS

The School District strives to make a significant contribution to the general well being, mental and physical capacity, and learning ability of each student while affording them the opportunity to fully participate in the educational process.

The District is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Healthy eating is demonstrably linked to reduced risk for mortality and development of many chronic diseases as adults.

To ensure the health and well-being of all students, the Board shall promote and monitor student wellness in a manner that the Board determines is appropriate in the following areas:

A. *Nutrition Guidelines:* All foods available in each school during the day will have as a primary goal the promotion of student health and the reduction of childhood obesity. All guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture, as those regulations and guidance apply to schools.

B. *Nutrition Education:* The goal is to influence students' eating behaviors by providing nutrition education that is appropriate for students' ages; reflects students' cultures; is integrated into health education or core curricula; and provides opportunities for students to practice skills and have fun.

C. *Physical Activity:* The goals for physical activity are to provide opportunities for every student to develop the knowledge and skills for specific physical activities, to maintain students' physical fitness, to ensure students' regular participation in physical activity, and to teach students the short- and long-term benefits of a physically active and healthful lifestyle.

D. *Sunscreen:* The goal is to emphasize skin health and promote the application of sunscreen products and to inform students that a student who attends school in this District may possess and use a topical sunscreen product while on school property or at a school-sponsored event without a note or prescription from a licensed health care professional.

E. *Other School-Based Activities:* The goal is to create a total school environment that is conducive to healthy eating and physical activity.

F. *Evaluation/Implementation:* A primary goal will be to regularly (at least annually) evaluate the effectiveness of this policy in promoting healthy eating and changing the program as appropriate to increase its effectiveness. Such evaluation will be measurable. The results of each evaluation, including the extent to which schools are in compliance with District policy, the extent to which the District policy complies with federal regulations, and a description/summary of the progress made in attaining the goals of the District, shall be made available to the public. Physical education teachers and school health professionals shall have an opportunity to participate in the evaluation and implementation of this policy.

G. *Parent, Community and Staff Involvement:* A primary goal will be to engage family members, students, and representatives of the school food authority, the Governing Board, school administrators, and the public in development and regular review of this school policy.

The Superintendent is directed to develop administrative regulations to implement this policy, including such provisions as may be necessary to address all food and beverages sold and/or served to students at school (i.e., competitive foods, snacks and beverages sold from vending machines, school stores, after-school programs, and funding-raising activities and refreshments that are made available at school parties, celebrations and meetings), including provisions for staff development, family and community involvement and program evaluation. The Superintendent shall institute and clearly communicate a meal charge policy to all District households and District staff responsible for policy enforcement that is consistent with aspects of the Healthy Hunger-Free Kids Act of 2010 applicable to the District. Regulations and exhibits created for the purpose of implementing this policy shall be considered, in effect, to be an extension of this policy subject to Governing Board review.

Adopted: October 4, 2017

LEGAL REF.:

A.R.S.

15-118

15-159

15-242

42 U. S. C. 1751 *et seq.* (National School Lunch Act)

42 U. S. C. 1771 *et seq.* (Child Nutrition Act)

CROSS REF.:

ABA - Community Involvement in Education

ABAA - Parental Involvement

BBA - Board Powers and Responsibilities

EE - Food Services

EFDA - Collection of Money/Food Tickets

EFE - Competitive Food Sales/Vending Machines

IA - Instructional Goals and Objectives

REGULATION

STUDENT WELLNESS

An annual report shall be made to the Board on the District's compliance with law and policies related to student wellness. The report may include but not be limited to:

- A. Evaluation of the food services program.
- B. Recommendations for policy and/or program revisions.
- C. Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.
- D. Assessment of school environment regarding student wellness issues.
- E. Listing activities and programs conducted to promote nutrition and physical activity.
- F. Providing feedback received from District staff, students, parents/guardians, and community members.

In accordance with 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, an assurance that District guidelines for reimbursable meals are not less restrictive than regulations and guidelines issued for schools in accordance with federal law shall be provided annually. The Superintendent shall receive assurances from all appropriate administrators and supervisors prior to making the annual Board report.

Nutrition Education

Nutrition education shall focus on students' eating behaviors, be based on theories and methods proven effective by research and be consistent with state and local District health education standards. Nutrition education at all levels of the curriculum shall include, but not be limited to, the following essential components designed to help students learn:

- A. Age-appropriate nutritional knowledge, including the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements, safe food preparation, handling and storage and cultural diversity related to food and eating;
- B. Age-appropriate 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; and
- C. How to assess one's personal eating habits, set goals for improvement and achieve those goals.

In order to reinforce and support nutrition education efforts, the guidelines will ensure that:

- A. Nutrition instruction provides sequential, comprehensive health education in accordance with the Arizona Department of Education curriculum regulations and academic standards;
- B. Cooperation with agencies and community organizations is encouraged to provide opportunities for appropriate student projects related to nutrition;
- C. Consistent nutrition messages are disseminated from the District throughout the schools, communities, homes and media; and
- D. Nutrition education is extended beyond the school environment by engaging and involving families and community.

Nutrition Guidelines and Food Services Operations

All foods and beverages made available on a school campus serving any configuration of prekindergarten (PK) through eighth (8th) grade during the normal school day are to be consistent with the Arizona Nutrition Standards. Guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to law. The District will create procedures that address all foods (including Foods of Minimal Nutritional Value and Competitive Food Sales) available to students throughout the school day in the following areas:

- A. National School Lunch Program and School Breakfast Program Meals.
- B. À la carte offerings in the food service program.
- C. Vending machines and school stores.
- D. Classroom parties, celebrations, fund-raisers, rewards and school events.
- E. Snacks served in after-school programs.

In keeping with the District's nutrition program goals, only food prepared or obtained by the District's food services program should be served. This includes classroom reward or incentive programs involving food items as well as foods and beverages offered or sold at school-sponsored events during the regular school day. Approval is required to ensure that the foods served meet the requirements of the District's nutrition policy and regulation (i.e., all foods served fit in a healthy diet and contribute to the development of lifelong healthy eating habits for the District's students).

A.R.S. 36-136 provides an exemption from rules promulgated by the Director of the Department of Health Services for a whole fruit or vegetable grown in a public school garden that is washed and cut on-site for immediate consumption.

Physical Activity

District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.

Other School-Based Activities

The goal for other school-based activities is to ensure whole-school integration with the wellness program. The District will achieve the goal by addressing elements that include, but are not limited to, school meal times, dining environment, food as an incentive, marketing and advertising, skin cancer prevention and sun safety, staff wellness, and staff development and training.

Program Evaluation

In each school, the principal will ensure compliance with established District-wide student wellness goals and will report on the school's compliance to the Superintendent.

The District, and individual schools within the District, will, as necessary, revise the policy and develop action plans to facilitate their implementation.

REGULATION

STUDENT WELLNESS

Physical Activity Goals

The primary goal for the District's physical activity component is to provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short- and long-term benefits of a physically active and healthy lifestyle.

A comprehensive physical activity program encompasses a variety of opportunities for students to be physically active, including physical education, recess, walk-to-school programs, after-school physical activity programs, health education that includes physical activity as a main component, and physical activity breaks within regular classrooms.

Physical education (high school graduation requirements): Students must, at the least, satisfy the state and District's physical education credit requirement.

Physical activity (time, frequency, and/or intensity): Schools will ensure that students are moderately to vigorously active at least fifty percent (50%) of the time while participating in physical education classes.

Physical activity outside of physical education: Schools may offer after-school intramural programs and/or physical activity clubs that meet the needs and interests of all students, including those who are not athletically involved or those with special health care needs.

Walking or biking to school to promote physical activity: The District shall annually review safe routes for students who walk or bike to school.

Prohibition of use of punishment: The District will discourage 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.

After-school programs: The District shall encourage after-school programs to provide developmentally appropriate physical activity for participating children and reduce or eliminate the time spent in sedentary activities such as watching television or videos.

Community use: The District shall encourage community access to, and student and community use of, the school's physical activity facilities outside the normal school day.

