

**SUBJECT: WELLNESS**

The Fort Edward Union Free School District is committed to providing a school environment that promotes and protects students' health, well-being, and ability to learn, by fostering healthy eating and physical activity before, during, and after the school day. This wellness policy outlines the District's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. This wellness policy applies to all students, staff, and schools in the District.

**Definitions**

For the purpose of this wellness policy:

- a) School campus means all areas of property under the jurisdiction of the District that are accessible to students during the school day.
- b) School day means the period from the midnight before, to 30 minutes after the end of the official school day.

**Governance**District Wellness Committee

The District has established a wellness committee that meets at least four times per year to oversee and establish goals for school health and safety policies and programs, including the development, implementation, and periodic review and update of this District-level wellness policy. The District Wellness Committee will evaluate and make recommendations that reflect the specific needs of the District and its students.

The District will actively seek members for the District Wellness Committee through the use of email, newsletters, the District's website, the District's social media page(s), and/or advertisements.

The District Wellness Committee membership will represent all school levels, and include (to the extent possible), but not be limited to, representatives from the following groups:

- a) Parents and caregivers;
- b) Students;
- c) Physical Education teachers;
- d) School health professionals;

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- e) District food service program representatives;
- f) School Board;
- g) School administrators;
- h) General Education teachers;
- i) Supplemental Nutrition Assistance Program Education (SNAP–ED) coordinators; and
- j) Members of the public.

**District Wellness Leadership**

The following District officials are responsible for the implementation and oversight of this District-level wellness policy: Board Members on the Policy Committee.

The contact information for these individuals can be found at [www.fortedward.org](http://www.fortedward.org).

These individuals will be referred to as District Wellness Coordinator(s) throughout this wellness policy.

The District Wellness Coordinator(s) will convene the District Wellness Committee, facilitate the development of and updates to this wellness policy, and serve as liaison(s) with community agencies. The District Wellness Coordinator(s) will also work to ensure each school's compliance with this wellness policy.

**Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement**

The District will develop and maintain an implementation plan to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions, and timelines specific to each school. It also includes specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness. In developing these goals, the District will review and consider evidence-based strategies and techniques.

**Annual Notification of Policy**

The District will inform families and the general public each year, via the District website and/or District-wide communications, of information about this wellness policy, including, but not limited to: its implementation status, its content, and any updates to the policy. The District will endeavor to share

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as much information as possible about its schools' nutrition environment, including a summary of school events or activities relative to this wellness policy implementation. Each year, the District will also publicize the name and contact information of the District official(s) leading and coordinating the District Wellness Committee, as well as information on how the community may get involved with the District Wellness Committee.

Triennial Assessments

At least once every three years, the District will assess its compliance with this wellness policy. The triennial assessment will measure the implementation of this wellness policy, and include an assessment of:

- a) The extent to which schools in the District are in compliance with this wellness policy;
- b) The extent to which this wellness policy compares to model local school wellness policies; and
- c) A description of the progress made in attaining the goals of this wellness policy.

The following District officials are responsible for managing the District's triennial assessment: Board Members on the Policy Committee.

The contact information for these individuals can be found at: [www.fortedward.org](http://www.fortedward.org).

The District will actively notify the public of the availability of the triennial assessment results.

Revisions and Updating the Policy

This wellness policy will be assessed and updated, at a minimum, every three years based on the results of the triennial assessment. This wellness policy may also be updated as: District priorities change; community needs change; wellness goals are met; new health science, information and technology emerge; and/or new federal or state guidance or standards are issued.

Evaluation and feedback from interested parties are welcomed as an essential part of revising and updating this wellness policy.

Community Involvement, Outreach, and Communications

The District is committed to being responsive to community input, which begins with an awareness of this wellness policy. On an annual basis, the District will make this wellness policy available to families and the public. The District will also annually inform families and the public, in culturally and linguistically appropriate ways, of its content and implementation status, as well as any updates to

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this wellness policy. The District will make this information available via the District website and/or District-wide communications. The District will use these same means to inform families and the public on how to become involved with and support this wellness policy, as well as about the results of the triennial assessment.

**Recordkeeping**

The District will retain records to document compliance with the requirements of this wellness policy in the District Office and/or on the District's central computer network. Documentation maintained at this location includes, but is not limited to:

- a) The written wellness policy;
- b) Documentation demonstrating that this wellness policy has been made available to the public;
- c) Documentation of efforts to review and update this wellness policy, including an indication of who is involved in the update and methods the District uses to make stakeholders aware of their ability to participate on the District Wellness Committee;
- d) Documentation demonstrating compliance with the annual public notification requirements;
- e) The most recent triennial assessment on the implementation of this wellness policy; and
- f) Documentation demonstrating that the most recent triennial assessment results have been made available to the public.

**Nutrition**

The District seeks to ensure all of its students obtain the knowledge and skills necessary to make nutritious food selections and enjoy life-long physical activity. To this end, the District sets forth the following goals relating to nutrition.

**School Meals**

The District is committed to promoting student health and reducing childhood obesity by:

- a) Serving meals that meet or exceed nutrition requirements established by local, state, and federal laws and regulations; Nutrition Standards for School Meals, Food and Nutrition Service ([usda.gov](http://usda.gov));
- b) Ensuring all students have a scheduled lunch period;

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- c) Providing all students with adequate time to consume meals; requires meal periods to include at least ten minutes of "seat time" for breakfast (if offered) and at least 20 minutes of "seat time" for lunch;
- d) Promoting healthy food and beverage choices;
- e) Preparing meals that are appealing and attractive to students;
- f) Serving meals in clean and pleasant settings;
- g) Having lunch follow the recess period to better support learning and healthy eating; and
- h) Encouraging student participation in federal child nutrition programs;
- i) School meals will include fresh, locally-grown foods in school meals from farms engaged in sustainable practices whenever possible and these foods will be promoted in the cafeteria. Cafeteria will regularly provide taste tests for locally grown products;
- j) The USDA Smart Snack standards for beverages sold in elementary and middle schools shall also be applied in high schools.

Child nutrition programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in the following federal child nutrition programs: National School Lunch Program; School Breakfast Program; and After School Snack Program. [https://www.fns.usda.gov/sites/default/files/allfoods\\_summarychart.pdf](https://www.fns.usda.gov/sites/default/files/allfoods_summarychart.pdf)

District food service staff will meet with students in grades 4 through 12 twice annually to solicit feedback on the School Breakfast and/or School Lunch Program(s).

**Access to School Nutrition Programs**

Participation in federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in their children's school. Applications for free/reduced priced meals are sent home to all families at the beginning of the school year. The application is also available on the District website at: Insert the link to the form.

The District will support all efforts to eliminate any overt identification of students participating in the Free/Reduced price meal program. The District will utilize a system of student payment that ensures all eligible students have access to free/reduced meals in a non-stigmatizing manner.

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Please see the District's Meal Charging and Prohibition Against Meal Shaming policy located at:

- a) It is prohibited for students with unpaid balances to be shamed in any way, including by announcing their names, using hand stamps to identify them, making them use a different serving line, or sending home clearly marked notices that they have an unpaid balance.
- b) Schools must serve students a reimbursable meal, regardless of whether the student has money to pay or owes money.
- c) Schools will not throw away a student's meal because the student has an unpaid balance.

**Staff Qualifications and Professional Development**

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education and training requirements as specified in the USDA Professional Standards for School Nutrition Professionals. In order to locate the training that best fits their learning needs, school nutrition personnel will refer to the USDA's Professional Standards for School Nutrition Standards website.

**Water**

To promote hydration, free, safe, unflavored drinking water will be available to all students and staff throughout the school day and throughout every school campus. The District will make drinking water available where school meals are served during meal times.

**Competitive Foods and Beverages**

All competitive foods will meet, at a minimum, the USDA Smart Snacks in School nutrition standards. The Smart Snacks in School nutrition standards aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits.

A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools/schools-smart-snacks>

Competitive foods include all food and beverages available for sale to students on the school campus during the school day other than meals reimbursed through programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act of 1966. This includes, but is not limited to, a la carte options in cafeterias, vending machines, school stores, and snack or food carts.

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**SUBJECT: WELLNESS (Cont'd.)**Foods and Beverages Provided, But Not Sold, to Students During the School Day

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages provided, but not sold, to students on the school campus during the school day (e.g., classroom parties, classroom snacks brought by parents, or other foods given as incentives) will meet or exceed the USDA Smart Snack in School nutrition standards, be low in saturated fat, and have zero grams of trans-fat per serving.

Fundraising

All foods and beverages available for sale to students through fundraisers on the school campus during the school day will meet, at a minimum, the USDA Smart Snacks in School nutrition standards.

School-sponsored fundraisers conducted outside of the school day will be encouraged to support the goals of this wellness policy by promoting the sale of healthy food items (fresh fruit and produce) and/or non-food items, such as water bottles, plants, etc., and by promoting events involving physical activity.

Foods and Beverages Available for Sale at Events Outside of the School Day

The District is committed to ensuring that all foods and beverages available to students support healthy eating. The foods and beverages that are available for sale at school-sponsored events outside of the school day will meet or exceed the USDA Smart Snack in School nutrition standards, be low in saturated fat, and have zero grams of trans-fat per serving.

Foods and Beverages Provided, But Not Sold, to Students During the School Day

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages served at events or celebrations during the school day shall include nutritious food choices. The foods and beverages provided, but not sold, to students on the school campus during the school day (e.g., classroom parties, classroom snacks brought by parents, or other foods given as incentives) will include healthy food options. Parents, teachers and administrators will be provided a list of healthy party suggestions, including ideas for non-food celebrations. Parents and caregivers are encouraged to provide a variety of nutritious foods if meals or snacks are sent from the home.

Food and Beverages Marketing in Schools

All foods and beverages marketed or promoted to students on the school campus during the school day will meet, at a minimum, the USDA Smart Snacks in School nutrition standards. Food marketing commonly includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product.

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The District is aware that certain scoreboards, signs, and other durable equipment it employs may market foods and beverages in a way that is inconsistent with the aims of this wellness policy. While the immediate replacement of this equipment is not required, as the District replaces or updates this equipment over time, it will ensure its replacement and purchasing decisions reflect the marketing guidelines established by this wellness policy.

Nutrition Promotion and Education

Nutrition promotion and education positively influences lifelong eating behaviors. The District will model and encourage healthy eating by:

- a) Promoting healthy food and beverage choices for all students by using Smarter Lunchroom techniques which guide students toward healthful choices, as well as by ensuring that 100% of foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards;
- b) Promoting nutrition education activities that involve parents, students, and the community;
- c) Promoting school and community awareness of this wellness policy through various means, such as publication on the District website;
- d) Encouraging and promoting wellness through social media, newsletters, and an annual family wellness event;
- e) Encouraging participation in federal child nutrition programs;
- f) Ensuring that the marketing and advertising of foods and beverages on school campuses during the school day is consistent with nutrition education and health promotion;
- g) Integrating nutrition education within the comprehensive health education curriculum and other instructional areas, as appropriate, and taught at every grade level, K through 12. Nutrition education follows applicable New York State standards and is designed to help students acquire:
  1. Nutrition 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 storage, handling, and preparation; and

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2. Nutrition-related skills, including, but not limited to: planning healthy meals; understanding and using food labels; critically evaluating nutrition information, misinformation, and commercial food advertising; assessing personal eating habits; and setting and achieving goals related to these concepts;
  3. Lessons and activities will include enjoyable, developmentally appropriate, culturally relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens. They will promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods and emphasizes caloric balance between food intake and energy expenditure (promoting physical activity/exercise);
  4. Nutrition education will be linked with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm-to-School programs, and other school foods and nutrition-related community services;
- h) Providing families and teachers with a list of healthy party ideas, including non-food celebration ideas;
  - i) Providing families with a list of classroom snacks and beverages that meet USDA Smart Snacks in School nutrition standards;
  - j) Will not use or discouraging staff from using food as a reward or withholding food as punishment under any circumstance – teachers and other appropriate school staff will be provided with a list of alternative ways to reward students; and
  - k) Encouraging District staff to use physical activity as a reward, whenever feasible; and
  - l) Encouraging District staff to model healthy eating, drinking, and physical activity behaviors for students.

**Physical Activity and Education**Physical Activity

Since physical activity affects students' emotional and physical well-being, as well as their cognitive development, the District is committed to ensuring that all students, including students with disabilities requiring adaptations or modifications, are provided the opportunity to participate in physical activity before, during, and after school. Physical activity opportunities will be in addition to, not in lieu of, physical education.

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Recess, physical education, or other physical activity time will not be cancelled for instructional make-up time, nor will it be withheld for disciplinary action unless the student is a danger to himself, herself or others. This does not include participation on sport teams that may have specific academic requirements. Classroom teachers will be provided with a list of ideas for alternative ways to discipline students.

The District is committed to encouraging physical activity through the following:

a) Classroom Physical Activity Breaks (Elementary and Secondary)

All classroom teachers, and particularly those engaged in the instruction of K through 5 students, are strongly encouraged or will to incorporate into the school day short breaks for students that include physical activity, especially after long periods of inactivity.

b) Recess (Elementary)

All elementary students will be offered one daily period of recess for a minimum of 20 minutes. This requirement will not apply on days where students arrive late, leave early, or are otherwise on campus for less than a full day. Outdoor recess will be offered when weather permits. In the event that indoor recess is necessary, it will be offered in a place that accommodates moderate to vigorous physical activity.

c) Active Academics

Teachers are encouraged to incorporate kinesthetic learning approaches into core learning subjects when possible to limit sedentary behavior during the school day.

d) Before and After School Activities

The District will offer opportunities for all students to participate in physical activity before and/or after the school day through various methods, such as physical activity clubs, intramurals, and interscholastic sports.

e) Active Transport

The District supports active transport to and from school (i.e., walking or biking). The District will encourage this behavior by securing storage facilities for bicycles and equipment and instructing students on walking and bicycling safety. The District strongly encourages the use of appropriate protective wear, such as helmets.

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The District supports active transport to and from school, i.e., walking or biking. The District shall partner with local government and community-based agencies to support active transport to school to implement a comprehensive active transport program (i.e., Safe Routes to School Program) The District shall encourage individual schools to establish a School Team focused on Safe Routes to School to oversee school planning, funding, and implementation efforts for Safe Routes to School programs, taking into account the unique needs and circumstances of their individual school, their students, and the surrounding neighborhoods and infrastructure. District will provide all students and teachers with traffic safety education and trainings on active transportation skills. The role of the District shall include encouraging active transportation to and from school, including through events and activities that promote walking and bicycling, such as walking school buses and bicycle trains.

The District will encourage this behavior by securing storage facilities for bicycles and equipment and instructing students on walking and bicycling safety. The District will consider how to ensure the adequate provision of crossing guards. The District shall ensure equity in distribution of Safe Routes to School resources; evaluate policies and resources that support or inhibit safe and convenient active transportation to or from school, such as the adequate provision of crossing guards; and identify and pursue available funding (from federal and/or state grants and other sources) to support Safe Routes to School.

District encourages individual schools to perform walk audits to assess traffic and safety conditions in the vicinity of each school and identify safety conditions that need mitigation.

District shall attempt to coordinate with the city proposals for construction or improving existing routes to destinations (i.e., Complete Streets) are presented to the community.

- f) Staff Wellness and Health Promotion- Below are a number of choices to choose from:
1. The DWC will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff.
  2. Schools in the District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors.
  3. The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.
  4. Under the District comprehensive school physical activity program an employee wellness program will be implemented in each building to meet the unique wellness needs of school staff.

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**SUBJECT: WELLNESS (Cont'd.)**Physical Education

The District will have a Board-approved Physical Education Plan on file with the New York State Education Department that meets or exceeds the requirements set forth in the Commissioner's regulations. All students will be required to fulfill the physical education requirements set forth in the Commissioner's regulations as a condition of graduating from the District's schools. Link to Board approved PE plan.

A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement and the District is committed to providing these opportunities.

The District recognizes the importance of physical education classes in providing students with meaningful opportunities for physical exercise and development. Consequently, the District will ensure that:

- a) All physical education classes are taught or supervised by a certified physical education teacher;
- b) All physical education staff receive professional development relevant to physical education on an annual basis;
- c) Interscholastic sports, intramural sports, and recess do not serve as substitutes for a quality physical education program;
- d) Students are afforded the opportunity to participate in moderate to vigorous activity for at least 50% of physical education class time;
- e) It provides adequate space and equipment for physical education and conforms to all applicable safety standards;
- f) Shall provide all students physical education that teaches them the skills needed for lifelong physical fitness;
- g) An age-appropriate, sequential physical education K through 12 curriculum consistent with national and state standards for physical education is implemented, with a focus on students' development of motor skills, movement forms, and health-related fitness;
- h) A physical and social environment is provided that encourages safe and enjoyable activity for all students; and

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- i) Activities or equipment are adapted or modified to meet the needs of students who are temporarily or permanently unable to participate in the regular program of physical education. In doing so, the District will abide by specific provisions in 504 Plans and/or individualized education programs (IEP). To that end, the Committee on Special Education (CSE) will ensure that a certified physical education teacher participates in the development of a student's IEP, if the student may be eligible for adapted physical education.

**Other School-Based Activities that Promote Student Wellness**

The District is committed to establishing a school environment that is conducive to healthy eating and physical activity for all. The District will, therefore, pursue the following:

Sun Safety

- a) The District's Board of Education recognizes that the sun's ultraviolet (UV) radiation can cause skin cancer. To help prevent skin cancer, the District will support sun safety behaviors in students; provide environmental supports to avoid overexposure to the sun when students are outdoors; and provide key sun safety education; and communication with students and families.
- b) Hats, Protective Clothing, and Sunglasses
  1. Students will be allowed and encouraged to wear articles of sun-protective clothing including hats and sunglasses when outdoors.
  2. The District's Student Dress Code may specify the type(s) of clothing that are, or are not, permissible on campus.
- c) Sunscreen
  1. Students can carry and use topical, over-the-counter sunscreen products approved by the US Food and Drug Administration with the written permission of the parent or guardian of the student.
  2. Students who are physically unable to apply sunscreen may be assisted by unlicensed personnel when directed to do so by the student, as permitted by a parent or guardian and authorized by the school.
  3. An annually updated record of this permission must be maintained by the school.
  4. Sunscreen cannot be shared with other students. Parents or guardians are responsible for providing the sunscreen to be used at school.

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5. Students will be allowed time and encouraged to apply sunscreen before going outside at school.
- d) Shade Protection and Scheduling
1. School administrators, buildings and grounds personnel, and other District employees will consider the availability of shade when planning outdoor activities.
  2. Appropriate staff will encourage the use of shaded or indoor areas for congregation and recreation as appropriate. Especially during times between 10 am and 4 pm when the sun is at peak intensity.
  3. Appropriate staff will survey the school campus to identify areas where the addition of shade would be practical and desirable.
- e) Education and Communication
1. All District staff will be provided a copy of this policy. Educators will be allowed to provide age-appropriate education at each grade level relating to skin cancer, including information about the harmful effects of UV radiation and recommended practices for preventing skin cancer at any time of the school year.
  2. The program may use, but will not be restricted to, available curriculum and educational materials, visual (ex: posters) and audio messages (school announcements) to remind students to engage in sun-safe behaviors.
  3. Communication from District to parents and guardians through methods such as District website updates, social media posts and student handouts will include, but will not be limited to:
    - (a) Details of District policy relating to hats, sun-protective clothing, sunscreen usage, and sunglasses.
    - (b) Encouragement of families to reinforce sun-safe behavior outside the school and to support the school's sun safety programs.
    - (c) The importance of, and strategies for, preventing skin cancer.
  4. In addition, District will provide notice of this policy to all contracted partners, agencies, or community-based organizations providing services to students (ex: afterschool programs, summer programs, etc.).

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**SUBJECT: WELLNESS (Cont'd.)**Community Partnerships

The District will develop, enhance, and continue relationships with community partners in support of the implementation of this wellness policy. Existing and new community partnerships will be evaluated to ensure they are consistent with this wellness policy and its goals. The District will provide all community partners with a copy of this wellness policy so that they are aware of the District's requirements and goals.

Community Access to District Facilities for Physical Activities

School grounds and facilities will be made available to students, staff, community members and organizations, and agencies offering physical activity and nutrition programs consistent with District policy. Subject to provisions regarding conduct on school grounds and administrative approval of use by outside organizations.

Professional Learning

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing District reform or academic improvement plans/efforts.

42 USC §§ 1758, 1758b

7 CFR §§ 210.10, 210.11, 210.18, 210.31, and 220.8

USDA, SP 24-2017, Local School Wellness Policy: Guidance and Q&As (Apr. 6, 2017)

81 Fed. Reg. 50,151 (July 29, 2016) (codified at 7 CFR parts 210 & 220)

Education Law § 915

8 NYCRR § 135.4

Memorandum from N.Y. St. Educ. Department on Smart Snacks Standards and Fundraisers (Sept. 16, 2014)

NOTE: Refer also to Policy #5660 -- Meal Charging and Prohibition Against Meal Shaming

Adopted: 1/13/20

Revised: 7/10/23

**SUBJECT: RECORDS MANAGEMENT**

The Superintendent will designate a Records Management Officer, subject to Board approval, to develop and coordinate the District's orderly and efficient records management program. Among other aspects, this program includes the legal disposition or destruction of obsolete records and the storage and management of inactive records. The Records Management Officer will work with other District officials to develop and maintain this program.

The District may create a Records Advisory Board to assist in establishing and supporting the records management program. Members of this board may include the District's legal counsel, the fiscal officer, and the Superintendent or designee, among others.

**Retention and Disposition of Records**

The District will retain records and dispose of them in accordance with the Retention and Disposition Schedule for New York Local Government Records (LGS-1) or as otherwise approved by the Commissioner of Education. Further, if any law specifically provides a retention period longer than that established by this schedule, the retention period established by the law will govern.

**Replacing Original Records with Microforms or Electronic Images**

The District will follow procedures prescribed by the Commissioner of Education to ensure accessibility for the life of any microform or electronic records that replace paper originals or micrographic copies.

**Retention and Preservation of Electronic Records**

The District will ensure that records retention requirements are incorporated into any program, plan, or process for design, redesign, or substantial enhancement of an information system that stores electronic records. The District will also ensure that electronic records are not rendered unusable because of changing technology before their retention and preservation requirements expire.

Arts and Cultural Affairs Law Article 57-a  
8 NYCRR Part 185

Adopted: 1/13/20  
Revised: 7/1/21