

POLICY TITLE: AGENCY WELLNESS POLICY

It is the goal of the Canyon-Owyhee School Service Agency (COSSA) to strive to make a significant contribution to the general well-being, mental and physical capacity, and learning ability of each student and afford them the opportunity to fully participate in the education process. The Agency promotes healthy schools by supporting wellness, good nutrition, and regular physical activity as a part of the total learning environment. The Agency supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, our school contributes to the basic health status of children. Improved health optimizes student performance potential and ensures that no child is left behind.

Healthy eating is demonstrably linked to reduced morbidity and risk of mortality from many chronic diseases.

The Board directs the Superintendent to inform and update the public, including parents, students, and others in the community, about the content and implementation of the wellness policy. Such information may be provided on the Agency website, through dissemination of student handbooks, or in any other manner the Superintendent may deem appropriate.

Definition

For the purposes of this policy the school day is defined as midnight before to 30 minutes after the end of the instructional school day.

Goals for Wellness Promotion

The Agency shall review and consider evidence-based approaches in establishing goals for school based activities to promote student wellness. This may include review of the “Smarter Lunchroom” tools and strategies.

To ensure the health and well-being of all students, it is the policy of the Agency to:

1. Ensure that foods sold at school during the school day meet or exceed the nutritional standards required by the USDA’s National School Lunch Program, the National School Breakfast Program, and the Smart Snacks in Schools regulations. Exceptions can be made for infrequent food sales fundraisers that occur no more than the number of times determined appropriate by the Idaho State Department of Education during the school year and are not held during school meal times. Fundraisers will be tracked at each school site by a designee of the Superintendent in charge of compliance at that site;

2. Ensure that non-compliant and non-exempt fundraising food sales will not occur on school grounds during the school day. The Agency operates under United States Department of Agriculture (USDA) program regulations of the National School Lunch Program, National School Breakfast Program, and the Smart Snacks in Schools regulations. These regulations apply to food sold during the school day in school stores, vending machines, and other venues. (Note: There are many healthy fundraising options available to schools including selling books, fresh produce, school spirit merchandise, or other non-food items during the school day. Fundraising activities involving the sale of food consumed outside of school, such as frozen pizza sales, are exempt from the nutrition standards.);

3. Ensure that celebrations that involve food during the school day be limited to no more than one party per class per month and that each party include no more than one food or beverage that does not meet nutrition standards for Smart Snacks in Schools. The Agency will disseminate a list of healthy party ideas to parents and teachers.

[Note: The USDA has no role in regulating foods brought from home, but school Agencies are required to set nutrition guidelines for foods served at school other than those that are sold. The Smart Snacks in Schools regulations only affect foods that are sold on school grounds during the school day. Time honored traditions like treats for birthdays, or foods at an afterschool sporting event, are not subject to those standards. However, this policy's "Snacks" sub-section does limit snacks served during the school day to the Smart Snacks in Schools criteria.]

The Agency shall also take measures to promote nutrition and physical activity, engage in nutrition education, and conduct wellness activities. For this purpose, the Agency may:

1. Ensure that all Agency schools become certified as a Healthier US Schools Challenge schools and/or enroll as a Team Nutrition schools;
2. Host at least one health fair each year;
3. Draft and regularly distribute a wellness newsletter for students and parents;
4. Review Smarter Lunchroom Movement best practices and evaluate each school's ability to implement them;
5. Promote healthy eating patterns through classroom nutrition education coordinated with the comprehensive health education program including education, health, and food services;
6. Provide 328 minutes of physical education per week to middle school students during the quarters when PE is offered;
7. Offer a recognition or reward program for students who exhibit healthy behaviors.
8. Start a walking or physical activity club at each school;
9. Offer after school physical activity programs;
10. Ensure students have access to hand-washing facilities prior to meals;
11. Annually evaluate the marketing and promotion of the school meal program;
12. Share school meal nutrition information with students and families;

13. Offer students taste-testing or menu planning opportunities;
14. Participate in Farm to School activities and/or have a school garden;
15. Advertise and promote nutritious foods and beverages on school grounds;
16. Offer nutritious foods and beverages at lower prices than other foods and beverages;
17. Offer fruits or non-fried vegetables everywhere foods are sold;
18. Use student feedback to improve the quality of the school meal programs;
19. Offer a staff wellness program;
20. Provide Agency staff with adequate pre-service and ongoing in-service training that focuses on program administration, nutrition, physical activity, safety, the importance of modeling healthy behaviors, and strategies for behavioral change; and
21. Participate in community partnerships to support wellness programs, projects, events, or activities.

Nutrition Standards

To promote student health and reduce childhood obesity, the Agency requires all schools within the Agency to comply with the nutrition standards established by the USDA with respect to all food that is available on school grounds during the school day.

Community Participation

The Agency shall invite parents, students, representative food service staff of the school food authority, teachers of physical education, school health professionals, the Board, school administrators, and the general public to participate in the development, implementation, and periodic review of this policy.

The Superintendent shall annually make available to the public the content of the policy and an assessment of the implementation of this policy including:

1. The extent to which schools under the jurisdiction of the Agency are in compliance with the wellness policy;
2. The extent to which the Agency's wellness policy compares to model local school wellness policies; and
3. A description of the progress made in attaining the goals of the wellness policy.

Methods of providing this information to the public may include developing or disseminating printed or electronic materials to families of school children and other members of the school community at the beginning of the school year, or posting the local wellness policies and an assessment of their implementation on the Agency or school website. The assessment of the implementation of the policy shall be conducted at least once every three years.

Record Retention

The Agency shall retain the following records relating to the wellness policy:

1. The written local school wellness policy;
2. Documentation demonstrating the community was involved in the development, implementation, and periodic review of the wellness policy;
3. Documentation of the assessment of the wellness policy; and
4. Documentation to demonstrate the public was notified annually as required by this policy.

Monitoring Compliance

The Superintendent shall designate one or more Agency officials or school officials to ensure that each school complies with this policy.

Agency Nutrition Committee

With the purposes of monitoring the implementation of the Agency's wellness policies, evaluating policy progress, serving as a resource to school sites, and revising the policies as necessary, an Agency-wide nutrition committee is hereby established to develop, implement, monitor, and review Agency-wide nutrition and physical activity policies. The Board specifically acknowledges that community participation is essential to the development and implementation of successful school wellness policies.

Following initial development, the committee will meet a minimum of twice annually for continued assessment.

Committee membership will consist of:

1. A Board Member;
2. The Agency food service coordinator;
3. A school health professional, such as a dietician or school nurse;
4. A parent representative from each school level;
5. A student representative from each school level;
6. A member of the general public;
7. A staff member representative from each school level;
8. An administrative representative as committee co-chair; and
9. The physical education and health program leader as committee co-chair.

Appointments to the committee will be made by the Board Chair.

Development

To help with the initial development of the Agency's wellness policies, each school in the Agency will conduct a baseline assessment of the school's existing nutrition and physical activity environments and policies. The results of those school-by-school assessments will be compiled at the Agency level to identify and prioritize needs.

Monitoring

The Superintendent or designee will ensure compliance with established Agency-wide nutrition and physical activity wellness policies. In each school, the principal or designee with authority will ensure compliance with those policies in his or her school and will report on the school's compliance with the Agency Superintendent or designee.

School food service staff, at the school or Agency level, will also ensure compliance with nutrition policies within school food service areas and will report on this matter to the Superintendent (or, if done at the school level, to the school principal).

The Superintendent or designee will develop a summary report every three years on Agency-wide compliance with the Agency's established nutrition and physical activity wellness policies based on input from schools within the Agency. That report will be provided to the school board and may also be distributed to school health councils, parent/teacher organizations, school principals, and school health services personnel in the Agency.

Food Services

The Agency supports the philosophy of the National School Lunch and Breakfast Programs and shall provide wholesome, appetizing, and nutritious meals for children in the Agency's schools. Because of potential liability to the Agency, the food services program shall not accept donations of food without the approval of the Board and the appropriate agency, such as the local public health Agency and/or the United States Department of Agriculture (USDA). Should the Board approve a food donation, the Superintendent shall establish inspection and handling procedures for the food and determine that the provisions of all State and local laws have been met and consult with local public health Agencies before selling the food as part of the school meals.

Community Involvement

The Agency shall promote activities to involve students and parents in the school lunch and breakfast programs. Such activities may include teaching students about good nutrition practices and involving the school faculty and the general community in activities to enhance the program.

To the maximum extent practical, the Agency shall inform families about the availability of breakfast for students. Information shall be distributed just prior to or at the beginning

of the school year. Additional reminders may be sent throughout the school year and/or posted to the Agency's website.

United States Department of Agriculture Foods

The Agency shall use USDA foods made available under the Federal Food Distribution Program for school meals.

Qualifications of School Food Service Staff

Qualified nutrition professionals will administer the school meal programs. As part of the Agency's responsibility to operate a food service program, continuing professional development opportunities may be provided to select Agency nutrition professionals. These development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility. The Agency may work with the School Nutrition Association for such professional development offerings.

Free and Reduced Price Food Services

The Agency shall provide free and reduced price meals to students according to the terms of the National School Lunch Program (NSLP) and the National School Breakfast Program (SBP). The Agency shall inform parents of the eligibility standards for free or reduced price meals. The identity of students receiving free or reduced price meals will be confidential in accordance with the guidelines for the NSLP and SBP. A parent has the right to appeal any decision with respect to his or her application for free or reduced price food services to a designated hearing official.

The amount charged for such meals shall be sufficient to cover all costs of the meals, including preparation labor, food costs, handling costs, utility costs, and equipment depreciation costs.

Every effort is to be made to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals. Toward this end, the availability of school meals to all students will be promoted and electronic identification of students and payment systems utilized where feasible.

Summer Food Service Program

If more than 50 percent of a school's students are eligible for free or reduced-price school meals, that school may sponsor the Summer Food Service Program.

Nutrition Standards

The Agency shall provide school meals which meet or exceed the nutritional standards required by United States Department of Agriculture (USDA) program regulations of the

National School Lunch Program (NSLP) and the National School Breakfast Program (SBP). Additionally, the Agency shall comply with requirements of the Healthy and Hunger Free Kids Act of 2010 and the Smart Snacks in Schools standards with regard to the nutritional content of all food sold or provided by the school, including school meals, a la carte items, foods sold from vending machines, and foods sold for fundraisers. The Agency permits the sale or distribution of nutrient dense, Smart Snack compliant foods for all school functions and activities as well as non-food items. Nutrient dense foods are those foods that provide students with calories rich in the nutrient content needed to be healthy. In an effort to support the consumption of nutrient dense foods in the school setting the Agency has adopted the federal nutrition standards cited above for the sale of foods and beverages on school grounds.

The standards focus on reducing sugar, sodium, and high-fat foods and increasing healthy food items like whole grains, fruits, and vegetables.

Calorie Range: Schools shall ensure the meals offered to children comply with USDA calorie levels.

Trans Fat: Schools shall eliminate foods containing trans-fat on the nutrition label.

Whole Grains: All grain offerings shall be whole grain rich.

Fruits and Vegetables: Schools shall offer, at a minimum, one fruit on all points of service for breakfast. Schools shall offer at least one fruit and one non-fried vegetable at all points of lunch service each day. Schools shall offer a variety of fresh fruits and vegetables when possible.

Milk: Schools shall offer fat-free and low-fat unflavored milk at all points of service. Schools may not sell 2% and whole milk. Flavored milk offerings must be skim milk.

Water: Schools shall make water available to students during meal service free of charge.

: Schools shall offer legumes (dry beans and peas) at least one time per week along with other required vegetable subgroups.

Sodium: Schools shall limit sodium to meet NSLP and SBP standards.

Condiments: Schools shall not have salt shakers or packets available. Schools shall not have sugar dispensers or packets available. Schools shall accurately reflect condiment usage in nutrient analysis and on production records. Schools are encouraged to use low-fat condiments and/or control portions of high-fat condiments.

School Meals

This policy supports the mission of the Agency, including providing an environment that cultivates maximum student potential. Nutrition influences a child's development, health, well-being, and potential for learning. To afford students the opportunity to fully participate in the educational process, students must attend school with minds and bodies ready to take advantage of their learning environment. This policy encourages all members of the school community to create an environment that supports lifelong healthy eating habits. Decisions made in all school programming need to reflect and encourage positive nutrition messages and healthy food choices.

National School Lunch Program and the National School Breakfast Program

1. The full meal program will follow the United States Department of Agriculture (USDA)'s National School Lunch Program (NSLP) and the National School Breakfast Program (SBP) Nutrition Standards as well as Smart Snacks in Schools regulations, and offer a variety of fruits and vegetables. All of the grains served shall be whole grain rich;
2. The meals served will be appealing and attractive to children; and
3. The NSLP and SBP provider shall follow the Nutrition Standards for these programs when determining the items in a la carte sales.

Breakfast

To ensure that all children have breakfast, either at home or at school, and in order to meet their nutritional needs and enhance their ability to learn, Agency schools will:

1. To the extent possible, operate the School Breakfast Program;
2. To the extent possible, arrange bus schedules and utilize methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, "grab-and-go" breakfast, or breakfast during morning break or recess;
3. Notify parents and students of the availability of the School Breakfast Program; and
4. Encourage parents to provide a healthy breakfast for their children through newsletter articles, take-home materials, or other means.

Lunchroom Climate

1. A lunchroom environment that provides students with a relaxed, enjoyable climate should be developed; and
2. The Board encourages schools to make the lunchroom environment a place where students have adequate space to eat and pleasant surroundings.

Meal Times and Scheduling Recommendations

Agency schools, to the greatest extent possible, should:

1. Provide students with at least ten minutes to eat after sitting down for breakfast and 20 minutes after sitting down for lunch;
2. Schedule meal periods at appropriate times, e.g., lunch should be scheduled between 10:00 AM and 2:00 PM;
3. Not schedule tutoring, club or organizational meetings, or activities during mealtimes unless students may eat during such activities;
4. Schedule lunch periods in elementary schools to follow recess periods;
5. Provide students access to hand washing or hand sanitizing before they eat meals or snacks; and
6. Take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs such as orthodontia or high tooth decay risk.

Guidelines for Food and Beverages Sales

This policy shall apply to all foods sold outside of reimbursable school meals, such as through vending machines, cafeteria a la carte snack lines, fundraisers, school stores, etc.

The Agency encourages the use of nutrient dense foods for all school functions and activities. Nutrient dense foods are those foods that provide students with calories rich in the nutrient content needed to be healthy. At any school function (parties, celebrations, feasts, sporting events, etc.) healthy food choice options should be available. All foods will adhere to Smart Snack regulations, unless approved by an administrator as an exemption.

Middle/Junior High and High Schools

In middle/junior high and high schools, all foods and beverages sold individually outside the reimbursable school meal programs (including those sold through a la carte [snack] lines, vending machines, student stores, or fundraising activities) during the school day will meet the nutrition standards found in the Smart Snacks in Schools regulations.

Vending Machines

The Board of Trustees has determined that there shall be no installations of vending machines except as approved by the Superintendent. The Superintendent will have the authority to determine whether such machines may be installed, where they will be placed, and during which hours they might be used. All revenue produced from this source shall be deposited in the designated activity fund as approved by the Board. Revenues may be spent only on those purposes for which general revenue may be expended.

All vending sales shall comply with the standards of the Smart Snacks in Schools regulations and documentation of compliance shall be retained.

Snacks

Snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage and will meet the standards of the Smart Snacks in Schools regulations. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. The Agency will disseminate a list of healthful snack items to teachers, after-school program personnel, and parents. The Agency will also use the Smart Snacks calculator.

If eligible, schools that provide snacks through after-school programs will pursue receiving reimbursements through the National School Lunch Program.

Fundraising Activities and Concessions

Any fundraising requires administrative approval and will be tracked by school site.

Any food items sold at the school site during the school day, defined as from midnight until a half-hour after the end of the instructional day, and intended for consumption there, must meet the requirements of the Smart Snacks in Schools regulations, except for exempt fundraisers. The number of exempt fundraisers held annually may not exceed the number established by the Idaho State Department of Education unless special permission is granted by the State Department of Education.

Any fundraising activities that involve foods not intended for consumption in schools, such as the sale of cookie dough or frozen pizza outside of school, shall also be exempt.

Foods sold at exempt fundraisers may not be sold in competition with school meals in the food service area during any meal service. The Principal of COSSA Academy will approve exemptions for the COSSA Academy student council. The CRTEC CTE Coordinator will approve exemptions for CRTEC student organizations.

To create a school environment that supports the promotion of healthy food and beverage choices for children, it is important to consider all venues where food and beverages are consumed or sold. The following recommendations are made to promote healthy choices for children related to fund-raising activities supported by the school:

1. Offer only non-food items that raise funds such as books, gift wrap, candles, plants, flowers, school promotional items, etc.; and
2. Whenever food and beverages are sold that raise funds for the school through fundraisers exempted as outlined above, include healthy food choices as well.

Organizations operating concessions at school functions should include healthy food choices in their offerings. It is recommended that groups market these healthy options at a lower price to encourage selection by students. If these foods and beverages are consumed on school grounds, during the school day, and are not exempt fundraisers, they must comply with the Smart Snacks in Schools regulations.

School-Sponsored Events

Foods and beverages sold at school-sponsored events during the school day, from midnight until a half-hour after the end of the instructional day, and held on school grounds (such as, but not limited to, athletic events, dances, or performances) will meet the nutrition standards outlined in the Smart Snacks in Schools regulations, unless they are exempt fundraisers as described above. However, the Smart Snacks in Schools standards do not apply to items sold during non-school hours.

Other School Based Wellness Activities

The Agency will establish measurable goals for other school based wellness activities. These will include as a minimum:

- A. An employee assistance program (EAP) as part of the employee health benefit package.
- B. The opportunity for all staff members to certify and maintain certification on CPR, AED operation, first aid, etc, through professional development training.
- C. An active recycling program operated as a fundraising activity by the COSSA Academy Student Council.

Catering

Food Service shall be available for special caterings and events with a minimum of three (3) days notice. A catering request must be turned into the Food Service Director no later than three days before the scheduled event. The catering event(s) shall be scheduled so the students' meal times are not interrupted.

LEGAL REFERENCE:

Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004
42 USC § 1758b, Section 204 Healthy and Hunger-Free Kids
Act of 2010
42 USC § 1771 et seq. Child Nutrition Act of 1966
42 USC § 1751 et seq. National School Lunch Act
7 CFR Parts 210 Nutrition School Lunch and School Breakfast
Programs: Final Rule
7 CFR § 210.30 Local School Wellness Policy
Smart Snacks in School Regulations by the United States
Department of Agriculture

OTHER REFERENCES:

Idaho Wellness Policy Progress Report, Idaho State Department of
Education
Implementation and Monitoring Plan, Idaho State Department of
Education
Wellness Policy Guidelines—Elements of Implementation for Final
Rule, Idaho State Department of Education
<http://www.sde.idaho.gov/cnp/sch-mp/snacks.html>

POLICY HISTORY:

Originally titled "Snack Food Policy" and issued February 17, 2015
Revised and issued as "COSSA Wellness Policy September 21, 2015
Revised: January 19, 2016
Changed to ISBA Policy Format and Adopted: 3-18-2019
Revised: August 17, 2020
Reissued: July 19, 2021