

OYSTER RIVER COOPERATIVE SCHOOL DISTRICT

Policy Committee Meeting

March 13, 2019 3:30 - 5:00

Central Office

Agenda

- I. Call to Order
 - GCBD - Sabbatical Leave
 - JLCF - Student Wellness
 - Legal Interpretation
 - Review of current policy
 - NHSBA Version
 - Policy from other school district

Next Meeting: April 10, 2019

OYSTER RIVER COOPERATIVE SCHOOL BOARD	Policy Code: GCBD
Date of Adoption: February 12, 1987 Policy Committee Review – No Changes – February 20, 2013 Policy Committee Review – June 8, 2016 School Board First Read: June 15, 2016 School Board Second Read/Adoption: July 13, 2016 Policy Committee: September 14, 2016 School Board Second Read/Adoption: September 21, 2016 Policy Committee Review: March 13, 2019	Page 1 of 1

SABBATICAL LEAVE

Purpose:

Sabbatical Leaves will be granted at the sole discretion of the Board for the purpose of enabling staff members to develop professionally in a manner consistent with the Individuals job assignment or Building and District goals. Proposals for sabbatical leave should be ~~either graduate study at an accredited college or university or other approved~~ educational activities which would benefit the students of our District. Applications for one of the two sabbatical plans: one full school year at one-half salary or a period up to one-half school year at full salary. In no case will more than one partial sabbatical leave request be approved per year.

As a condition of the sabbatical and in consideration of the payments made by the School District to the professional during his/her leave, the professional must file with the Superintendent an agreement which stipulates that he/she will return to the School District for at least one full year at the conclusion of his/her sabbatical leave or reimburse the School District the full amount received as salary and other economic benefits during the sabbatical leave.

Selection Committee:

Applicants will be selected by a selection committee consisting of: the superintendent (or assistant superintendent), a principal (or his/her representative) from each school, a School Board member, and one teacher from each school. Teachers will serve for three-year terms, staggered so that at least one term expires each year. Any teachers on the committee who submit an application for sabbatical leave must resign from the committee and a replacement will be chosen. Teachers will be eligible to serve on the committee after serving three years in the District. Teacher representatives to the committee will be elected by peers from their own school.

At the end of the sabbatical a written report and evaluation of the work for which the sabbatical is granted should be submitted to the committee for approval. Once approved, the committee will recommend to the Superintendent that the School Board advance the professional to the salary step on which the professional would have been placed had the leave not been taken. Post-sabbatical presentations to the committee will occur within 45 days of returning to school.

Cross Reference:

GCBD-R – Sabbatical Proposal

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Oyster River Cooperative School District 2012 Wellness Policy

Nutrition and Physical Activity Components

June 2015

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Overview

The Oyster River Cooperative School District (ORCSD) 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. Therefore, it is the policy of the Oyster River Cooperative School District to:

- Engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district wide nutrition and physical activity policies
- Provide all students in grades K-12 opportunities, support, and encouragement to be physically active on a regular basis
- Ensure that foods and beverages sold or served to students by ORCSD will meet the nutrition recommendations of the *Dietary Guidelines for Americans*
- Ensure that qualified child nutrition professionals provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students. Further, ORCSD will accommodate the health, religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat
- Participate in the available federal school meal programs, to the maximum extent possible, including the School Breakfast Program, National School Lunch Program and other related programs
- Provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity; and to establish linkages between health education, school meal programs, and related community services.

ORCSD has taken into consideration our unique circumstances, challenges, and opportunities. Among the factors considered in the policy are socioeconomic status of the student body, school size, location, and presence of dual-language or limited-English students. A baseline assessment of schools’ existing nutrition and physical activity environments was done. We are fortunate to have a well-educated public that supports the healthy development of its children. This district has been proactive with physical education and health education components that have met or exceeded the state guidelines for many years. Currently, the district’s obesity percentage is below that of the national average. We continue with a conscious effort to support and maintain a healthy environment for our students.

Component #1: Goals for Nutrition Education

ORCSD shall teach, encourage, support and model healthy eating habits for students.

Nutrition Education and Promotion

It is the policy of ORCSD that the nutrition promotion and education provided to K-12 students:

- Is based on state and district health education curriculum standards. This education is interactive and teaches the skills they need to adopt healthy eating behaviors;
- Is not only part of health education classes but also included across the curriculum when possible

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- Provides information to students, staff, families and the community that will allow for students to receive a consistent nutrition message throughout the school in media, the classroom, the cafeteria, home and the community;
- Promotes fruits, vegetables, whole grain products, low-fat and fat free dairy products, healthy food preparation methods, and health enhancing nutrition practices;
- Discourages students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other individual dietary restrictions;
- Links with school meal programs in coordination between teachers and foodservice staff and nutrition-related community services as appropriate;
- Teaches media literacy with an emphasis on food marketing; and
- Includes training for teachers and other staff.

Staff Wellness and Education

The Oyster River Cooperative School District highly values the health and well being of every staff member and will plan and implement activities and policies that support personal efforts by staff to maintain a healthy lifestyle. ORCSD shall establish a district wellness committee that has representation from each school and the preschool program.

Component #2: Goals for Physical Activity

ORCSD shall teach, encourage, support, and model age appropriate physical activity.

It is the policy of ORCSD to provide many opportunities for physical activity and give students the opportunity to maintain physical fitness. The recommended amount of physical activity for children is at least 60 minutes per day. We support programs and individual efforts that emphasize fitness and lifelong physical activity.

Physical Education

Physical education classes will provide physical activity opportunities to develop knowledge and a variety of skills that promote physical activity and fitness. All ORCSD students in grades K - 10 will regularly participate in physical education taught by a certified physical education teacher. Students in grades 11 & 12 have physical activity available through electives. One and 1/2 credits of physical education are required at the high school level, and these credits will be earned in a physical education class with a certified physical education teacher. Students are encouraged to spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity.

ORCSD is committed to all teachers receiving staff development specific to physical education and incorporating physical activity into the classroom.

Integrating Physical Activity into the Classroom Setting

Students will be given opportunities to regularly participate in developmentally appropriate physical activity and exercise. We are committed to fostering an environment conducive to physical activity and exercise through recess, intramurals, clubs, and organized sports. Toward that end:

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- Classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- Opportunities for physical activity will be incorporated into other subject lessons; and
- Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

Daily Recess

All grade 1-5 students will have at least 20 minutes a day of supervised recess. Recess will preferably be outdoors, during which schools should encourage moderate to vigorous physical activity. Recess will be scheduled before lunch for the elementary grades to encourage adequate time for meal consumption and to create a smoother transition back to the classroom. Middle school students (grades 6-8) will be offered daily recess.

Schools should discourage extended periods (*i.e.*, periods of two or more hours) of inactivity. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active.

Physical Activity Opportunities Before and After School

ORCSD will offer extracurricular physical activity programs, such as physical activity clubs or intramural programs. The high school, and middle school as appropriate, will offer interscholastic sports programs. ORCSD will offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

Component #3: Nutrition Guidelines for Students

To facilitate the adoption of healthier eating habits, ORCSD shall comply with the nutrition guidelines outlined in this policy.

ORCSD's Nutritional Guidelines are based upon standards established by the USDA and New Hampshire Healthy Schools Coalition. These nutrition guidelines, apply to all foods made available by the ORCSD Nutrition Services or school staff to students on school grounds during the school day as defined by each school's handbook, including but not limited to, the school breakfast and lunch program, foods and beverages sold in vending machines/school stores and as part of classroom lessons/activities, celebrations or fundraising efforts.

School Meals

It is the policy of ORCSD that the school meals offered to K-12 students will:

- Meet or exceed the nutrition requirements established by the USDA laws and regulations
- Be provided by qualified school food service staff
- Be served in a safe, appealing and clean setting with adequate adult supervision

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- Be offered with consideration of space distribution and scheduling to assure that students have adequate space and serving areas to minimize wait time
- Offer a variety of foods and choices for students. Efforts will be made to:
 - Provide a variety of fruits and vegetables with an emphasis on local, fresh and seasonal produce
 - Serve only low-fat (1%) and fat-free milk and nutritionally equivalent nondairy alternatives (to be defined by the ORCSD Child Nutrition Director)
 - Ensure that half of the served grains are whole grain

As a district, Oyster River feels it is also important to:

- Use local products when available and feasible.
- Use unprocessed foods and ingredients when available.
- Utilize less disposable paper and plastic and make an effort to use reusable & recyclable items.
- Encourage teaching, modeling and valuing any efforts made by staff, students and the community toward sustainability.
- Recognize the connection between health and the environment.
- Encourage and foster environmental sensitivity.

Breakfast

The consumption of breakfast, either at home or at school, enhances children’s ability to meet their nutritional needs, focus on learning, and perform. To ensure that all children have breakfast, the schools of ORCSD will to the extent possible:

- Operate the School Breakfast Program
- Arrange bus schedules and utilize methods to serve school breakfasts that encourage participation (e.g. “grab-and-go” breakfast or scheduling breakfast during morning break or recess)
- Notify parents and students of the availability of the School Breakfast Program
- Encourage parents to provide a healthy breakfast for their children through newsletter articles, take-home materials, or other means.

Meal Times and Scheduling

ORCSD schools will:

- Provide students with at least 10 minutes to eat breakfast and 20 minutes for lunch and take into consideration transition time.
- Schedule meal periods at appropriate times, with lunches being offered between 10:30am and 1:30pm.
- Not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities.
- Provide students access to hand washing or hand sanitizing before they eat meals or snacks.
- Take reasonable steps to accommodate the personal regimens of children with special health needs.

Sharing of Foods and Beverages

Schools should discourage students from sharing their foods or beverages with one another during meal or snack times given concerns related to food safety and health (e.g. food allergies, diet restrictions, etc.).

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Foods and Beverages Sold Individually

Foods and beverages sold individually include foods sold outside of reimbursable school meals and include, but are not limited to, foods available from vending machines, cafeteria a la carte (snack) lines, fundraisers, and school stores.

Food Sales: All food items made available through schools including vending machines should meet or exceed nutritional standards established by the NH Dept of Education School Food and Nutrition Services Standards (2011) and based upon the 2010 Dietary Guidelines for Americans (DGA).

Elementary Schools: The school food service program will approve and provide all food and beverage sales that are available to elementary students on a regular basis.

Middle and High Schools: In the middle and high schools, all foods and beverages sold individually outside the reimbursable school meal programs (including those sold through a la carte lines, vending machines, student stores, or fundraising activities) between 7am – 4pm will meet or exceed the NH Dept of Education School Food and Nutrition Services Standards (2011).

Beverages: The following beverages are **allowed**: water or seltzer water without added caloric sweeteners, 100% fruit and vegetable juices that do not contain additional caloric sweeteners, unflavored or flavored low-fat or fat-free fluid milk and nutritionally-equivalent non-dairy milk (e.g. soy milk). These beverages (diet or caloric) are **not allowed**: soft drinks/soda/pop/tonic, sports drinks, energy drinks, sweetened-iced tea, fruit-based drinks that contain less than 100% real fruit juice or that contain additional caloric sweeteners.

Foods: A food item sold individually will meet the NH Dept of Education School Food and Nutrition Services Standards (2011) and will:

- have no more than 35% of its calories from fat (excluding nuts, seeds, peanut butter, and other nut butters) and 10% of its calories from saturated fat;
- have no trans fat;
- have no more than 35% of its *weight* from added sugars;
- contain no more than 230 mg of sodium per serving for chips, cereals, crackers, french fries, baked goods, and other snack items; will contain no more than 480 mg of sodium per serving for pastas, meats, and soups; and will contain no more than 600 mg of sodium for pizza, sandwiches, and main dishes.

Fruits & Vegetables: A choice of at least two fruits and/or non-fried vegetables will be offered for sale at any location on the school site where foods are sold. Such items could include, but are not limited to, fresh fruits and vegetables; 100% fruit or vegetable juice that do not contain additional caloric sweeteners; cooked, dried, or canned fruits (canned in fruit juice or light syrup); and cooked, dried, or canned vegetables (that meet the above fat and sodium guidelines).

Portion Sizes: Portion sizes of foods and beverages sold individually are recommended as a single serving as listed in the Dietary Guidelines for Americans (DGA) with the recognition that many foods are usually consumed in a two-serving portion (i.e., bagel, sandwich with bun or bread). Some examples are listed below for single serving packaging:

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- One and one-quarter ounces for chips, crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit, or jerky;
- One ounce for cookies;
- Two ounces for cereal bars, granola bars, pastries, muffins, doughnuts, bagels, and other bakery items;
- Four fluid ounces for frozen desserts, including, but not limited to, low-fat or fat-free ice cream;
- Eight ounces for non-frozen yogurt;
- Twelve fluid ounces for beverages, excluding water; and
- The portion size of a la carte entrees and side dishes, including potatoes, will not be greater than the size of comparable portions offered as part of school meals. Fruits and non-fried vegetables are exempt from portion-size limits but must meet minimum requirements.

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. 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 district will make available a list of healthful snack items to teachers, after-school program personnel, and parents.

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

Food Marketing in Schools

School-based 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 the nutrition standards for meals or for foods and beverages sold individually (above). The promotion of healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products is encouraged. School-based marketing of brands promoting predominantly low-nutrition foods and beverages is prohibited.

Examples of marketing techniques include the following: logos and brand names on/in vending machines, books or curricula, textbook covers, school supplies, scoreboards, school structures, and sports equipment; educational incentive programs that provide food as a reward; programs that provide schools with supplies when families buy low nutrition food products; in-school television, such as Channel One; free samples or coupons; and food sales through fundraising activities. Marketing activities that promote healthful behaviors (and are therefore allowable) include: vending machine covers promoting water; pricing structures that promote healthy options in a la carte lines or vending machines; sales of fruit for fundraisers; and coupons for discount gym memberships.

Celebrations

All school personnel must be mindful of individuals with allergies, food intolerances, religious or health-related dietary restrictions. Any classroom activities or school-wide events occurring during the school day involving food should be discussed with the school nurse prior to the event.

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Schools should limit celebrations that involve food during the school day. Each party should limit food or beverages that do not meet nutrition standards for foods and beverages sold individually (above). The district will make a list of healthy party ideas available to parents and teachers. Subject area lessons involving food preparation should consider nutritional guidelines as part of the instruction of the lesson. Each school will establish guidelines for food served at celebrations.

School staff involved in homeroom, field trips and advisory food-related events will communicate with school food service managers and/or director to assist with cafeteria planning and reducing food waste. When possible, staff will order foods through food services managers.

Classroom Activities

School staff shall discourage the use of low-nutritionally value dense food items for instructional purposes. This is especially the case for those food items that do not meet the nutritional standards for foods as outlined in this policy.

School personnel will also avoid the use of highly allergenic foods (for example: peanuts, fish, shellfish, eggs, dairy, wheat, tree-nuts) or other foods that present a health risk.

School Store

Any food and beverage items sold in the school store will meet guidelines of this policy. Food items in the school store will not be sold when the school food service program is open for sale.

School-Sponsored Events

School-sponsored events include, but are not limited to, athletic events, dances, or performances. Foods and beverages offered before, during, and after school (7am to 4pm) will meet the nutrition standards for meals or for foods and beverages sold individually (above). Other organizations (e.g. PTO, Boy Scouts, Girl Scouts) who may be supplying food at school sponsored events will do so under the advisement of a school official and be made mindful of the nutritional guidelines for competitive foods.

Meals for Extracurricular Events

The ORCSD Food Services Program offers a variety of affordable, tasty, and nutritionally balanced meals to meet the needs of field trips, athletic events, banquets, after-school activities, special events, and meetings.

The greater ORCSD is encouraged to make use of this service by making arrangements through the Child Nutrition Director.

Nutrition Guidelines for Reimbursable School Meals

Reimbursable meals will be served in the same manner as stated under *Component #2: Nutrition Guidelines for Meals*. Foods should be served with consideration toward variety, appeal, taste, safety, and packaging to ensure that students will participate in consuming high quality meals. In no circumstances will the guidelines for reimbursable school meals be less restrictive than the regulations and guidance issued by the USDA as applicable to schools.

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Free- and Reduced-Priced Meals: Eligibility and distribution of free- and reduced-priced meals will be handled by the Child Nutrition Director and designated food service personnel. The availability of free and reduced lunch will be made known to all families through the use of school newsletters, beginning of the year packets and the website. Help will be offered for completing the application should it be needed. Application materials are available on the ORCSD website, at each school main office, from the school nurse, and can be mailed upon request. Confidentiality and the sensitivity of these matters will always be taken into consideration. Forms will be processed in a timely manner and schools will assure that all students have access to food at school in accordance with the Child Nutrition and WIC Reauthorization Act of 2004 & 2010.

Qualifications of School Food Service Staff: Nutrition professionals will administer the school meal programs under the direction of a Child Nutrition Director. This director will oversee the operation of school meals, maintain proper resources that meet state and federal regulations and maintain state health requirements for each school in the district. A qualified Child Nutrition Director will have a minimum of a bachelor's degree with nutrition-related coursework; the registered dietitian credential is preferred.

As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs will include appropriate sanitation courses and/or training programs for child nutrition directors, school nutrition managers, cafeteria workers, and volunteers according to their levels of responsibility.

Component #4: School Environment

The ORCSD shall educate students, employees to the important benefits of a healthy lifestyle. The district shall offer nutrition education to the community.

Rewards

Food and beverages are not allowed as rewards. Food or beverages (including food served through school meals) will not be withheld as a punishment.

Fundraising Activities

School-sponsored fundraising activities (direct ORCSD affiliation) should avoid using food items that do not meet nutrition and portion size standards. Schools will encourage fundraising activities that promote physical activity. The school district will make available a list of ideas for non-food related fundraising activities.

Physical Activity and Discipline

Physical activity and the teaching thereof will be done to encourage and foster a healthy attitude toward exercise. Teachers and other school and community personnel will not use physical activity as punishment (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education). Safety concerns and education plans will be taken into consideration in modifying opportunities for physical activity.

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Transportation to and from School

ORCSD will assess, and to the extent possible, make needed improvements to make it safer and easier for students to walk and bike to school. When appropriate, the district will work together with local public works, public safety, and/or police departments in those efforts. The school district will explore the availability of federal, state, or local funding and programs (e.g. Safe Routes to School) to finance such improvements. The school district is concerned with the use of natural resources and strives to reduce pollution. When biking or walking is not an appropriate means to get to and from school, ORCSD will encourage students to use public transportation when available and appropriate for safe travel to school.

Use of School Facilities Outside of School Hours

Following safety and facility regulations, ORCSD will allow students and staff access to physical activity facilities outside of school hours. Use of ORCSD facilities requires an online application (e.g. Building Use Form) and may involve an additional fee.

Communications with Parents

The ORCSD will provide information to parents about healthy foods and snacks, as well as other school-based nutrition-related activities. The ORCSD should solicit input and feedback from students and parents when selecting foods sold through the school meal programs in order to identify new, healthful, and appealing food choices. In addition, ORCSD will share nutrition content information of foods sold through the school meal programs (i.e. newsletters, menus, a website, cafeteria menu boards, placards, or other point-of-purchase materials.)

The ORCSD will provide information to parents about physical education and other school based physical activity opportunities (i.e. via a website, newsletter, or other take-home materials, special events, or physical education homework).

The ORCSD Wellness Committee will develop and offer strategies for parents, teachers, school administrators, students, food service professionals, and community members to serve as role models in practicing healthy eating both in school and at home.

Component #5: Implementation & Review of the Wellness Policy

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

The ORCSD Wellness Committee, with input from nutrition and physical education staff and the Child Nutrition Director, will periodically assess the nutrition and physical activity environment throughout the district. They will provide input to each building principal and the superintendent regarding progress on the current targets, recommend any new targets and identify strategies in support of the goals stated in this policy. The superintendent and building principals will decide upon the targets and strategies in support of the goals stated in this Policy. Periodic progress reports will be provided to the School Board.

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School food service staff, at the school or district level, will 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). In addition, the Child Nutrition Director will report to the superintendent on the most recent USDA School Meals Initiative (SMI) report, review findings, and any resulting changes. If the district has not received a SMI review from the state agency within the past five years, the district will request from the state agency that a SMI review be scheduled as soon as possible.

Policy Review

In an effort to keep ORCSD's Wellness Policy up to date with the changing developments in nutrition and exercise information, each school in the district will conduct assessments of the school's existing nutrition and physical activity environments and policies. The results will be compiled at the district level to identify and prioritize needs.

Periodic assessments will be repeated to help review policy compliance, assess progress, and determine areas in need of improvement (e.g. [The NH Department of Education's School Wellness Policy Assessment](#)). As part of that review, the school district will review our nutrition and physical activity policies to assure an environment that supports healthy eating and physical activity and nutrition and physical education. The ORCSD Wellness Committee will revise the Wellness Policy and develop work plans to facilitate its implementation as necessary. The superintendent, or his/her designee, will make available to the public the ORCSD Wellness Policy evaluation progress and results.

As needed, the Wellness Committee will request that the Superintendent notify those involved with the nutrition and education of students, staff and the community regarding any changes that have occurred in federal and state nutrition guidelines that need to be reflected in this policy and in the district teachings.

Community Involvement

The Wellness Committee charged with the writing and updating of this policy will be overseen and chosen by the district's superintendent. The committee will consist of persons from varying disciplines. There will be staff (general education, physical education and wellness-related), students, health professionals, nutritional staff, and community members involved in the writing and reviewing of the policy.

The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district wide nutrition and physical activity policies.

The chair of the Wellness Committee will review the policy annually and any necessary changes will be discussed with committee members. The committee is open to input from anyone within the school or community whose goal is to broaden or improve the health of the Oyster River Cooperative School District students.

JLCF - WELLNESS

(Download policy)

Category: Required By Law

The Board recognizes the importance of proper nutrition and developmentally appropriate physical activity as ways of promoting healthy lifestyles, minimizing childhood obesity, and preventing other diet-related chronic diseases. The Board also recognizes that health and student success are inter-related. It is, therefore, the goal of the Board that the learning environment positively influences a student's understanding, beliefs, and habits as they relate to good nutrition and physical activity.

Goals:

1. The District shall teach, encourage, support and model healthy eating habits for students.
2. The District shall teach, encourage, support, and model age appropriate daily physical activity.
3. The District shall educate students, employees, school board and community members to the important benefits of a healthy lifestyle.
4. The Schools shall comply with the nutrition guidelines outlined in this policy in a manner designed to facilitate the adoption of healthier eating habits such that 100% compliance is achieved no later than the 2011/2012 School Year.

Nutrition Guidelines:

The School District's nutritional standards are based upon standards established by the USDA and New Hampshire Healthy School Coalition/Best Practice. These nutrition guidelines, apply to all foods available to students on school grounds during the school day, including but not limited to, the school lunch and breakfast program, foods and beverages sold in vending machines/school stores and as part of classroom lessons/activities, parties, celebrations or fundraising efforts. As needed the Wellness Committee will request that the Superintendent notify each School Board regarding any changes that have occurred in federal and state nutrition guidelines that need to be reflected in this Policy.

A. School Meals: School Meals served in the District shall meet or exceed the nutrition requirements established by the USDA, laws, and regulations. Administration of the school meal program will be by qualified school food service staff. School lunches and breakfast programs will offer variety of foods and choices for students. Nutritional information about school meals will be available for students and parents through menus, websites and other appropriate school media.

B. Free and Reduced Meals: Eligibility for and distribution of free and reduced priced meals will be provided with confidentiality in accordance with state and federal requirements.

C. Breakfast & Lunch: In order to meet the nutritional needs of children and enhance their ability to learn it is recommended that all schools in the District provide a breakfast program in addition to their already established lunch programs.

D. Meal Times and Scheduling: Schools whenever possible:

- Shall ensure students have sufficient time to eat breakfast and lunch in accordance with the federal Child Nutrition and WIC Reauthorization Act of 2004.
- Shall schedule meal periods at appropriate times in accordance with NH Healthy School Best Coalition recommendations. Lunch should normally be scheduled between 11:00 AM and 1:00 PM.
- Shall not schedule tutoring, club, or organizational meetings/activities during mealtimes, unless students may eat during such activities.
- Shall schedule lunch periods to follow recess periods.

E. Food Sales: All food items available through schools and school functions should meet or exceed nutritional standards established by the NH Healthy School Best Coalition.

Elementary Schools. The school food service program will approve and provide all food and beverage sales to students in elementary schools. Foods in elementary schools should be sold as balanced meals.

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, school stores, concessions, fundraising, etc.) to students during the school day, will meet the following nutrition and portion size standards:

Beverages: Beverages sold on school property include: plain bottled water, low fat or skim milk, 100% fruit juices, 100% vegetable juice, light juice, low-fat or fat free chocolate milk (trivial amount of caffeine).

Beverages not sold on school property include: soda, caffeinated drinks (coffee, hot chocolate, ice tea, and sodas), sports drinks, lemonade, and punch.

Foods: Any item sold individually:

- Shall meet or exceed nutritional guidelines established by the USDA and NH Healthy School Coalition Best Practices Health Snack Coalition
- Shall have no more than 35% of its calories from fat (excluding nuts, seeds, peanut butter, and other nut butters) and 10% of its calories from saturated and trans fat combined;
- Shall have no more than 35% of its weight from added sugars;
- Shall contain no more than 230 mg of sodium per serving for chips, cereals, crackers, French fries, baked goods, and other snack items; will contain no more than 480 mg of sodium per serving for pastas, meats, and soups;
- Shall contain no more than 600 mg of sodium for pizza, sandwiches, and main dishes.
- A choice of at least two fruits and/or non-fried vegetables shall be offered for sale at any location on the school site where foods are sold. Such items could include, but are not limited to, fresh fruits and vegetables; 100% fruit or vegetable juice; fruit-based drinks that are at least 50% fruit juice and that do not contain additional

caloric sweeteners; cooked, dried, or canned fruits (canned in fruit juice or light syrup); and cooked, dried, or canned vegetables (that meet the above fat and sodium guidelines).

Portion Sizes Limit portion sizes of foods and beverages sold individually to those listed below:

- One and one-quarter ounces for chips, crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit, or jerky;
- One ounce for cookies;
- Two ounces for cereal bars, granola bars, pastries, muffins, doughnuts, bagels, and other bakery items;
- Four fluid ounces for frozen desserts, including, but not limited to, low-fat or fat-free ice cream;
- Eight ounces for non-frozen yogurt;
- Twelve fluid ounces for beverages, excluding water; and
- The portion size of a la carte entrees and side dishes, including potatoes, will not be greater than the size of comparable portions offered as part of school meals.

Fruits and non-fried vegetables are exempt from portion-size limits.

F. Fundraising Activities: To support children's health and school nutrition-education efforts, school sponsored fundraising activities (direct school affiliation) will not involve food or will use only foods that meet the above nutrition and portion size standards for foods and beverages sold individually. Schools will encourage fundraising activities that promote physical activity. The school district will make available a list of ideas for acceptable fundraising activities.

G. Rewards: Schools will not use foods or beverages as rewards for academic performance or good behavior, and will not withhold food or beverages (including food served through school meals) as a punishment.

H. 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.

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 district will disseminate a list of healthful snack items to teachers, after-school program personnel, and parents.

I. School Store: Food and beverage items sold in the school store will meet guidelines of this policy. Food items in the school store will not be sold when the school food services program is open for sale. (Food items available after lunch and after school.)

J. Celebrations: Schools should limit celebrations that involve food during the school day. Each party should include no more than one food or beverage that does not meet nutrition standards for foods and beverages sold individually (above). The district will disseminate a list of healthy party ideas to parents and teachers. Celebrations will take place in homeroom or advisory. Subject area lessons involving food preparation should follow nutritional guidelines as part of the instruction of the lesson.

School staff involved in homeroom, field trips and advisory food related events will communicate with school food services managers to assist with cafeteria planning and reducing food waste. Where possible, staff will order foods through food services managers.

K. Extra-Curricular Meals: When arrangements can be made through the food service program, food and beverage items that meet the guidelines of this policy will be made available to students. Examples of activities include but are not limited to: Athletic teams and clubs.

L. Classroom Activities: Schools shall discourage the use of food items for instructional purposes unless is essential to a curriculum area. This is especially the case for those food items that do not meet the nutritional standards for foods as outlined in this policy.

Nutrition Guidelines for Reimbursable School Meals:

In no circumstances will the guidelines for reimbursable school meals be less restrictive than the regulations and guidance issued by the US Secretary of Agriculture as applicable to schools. Foods should be served with consideration toward variety, appeal, taste, safety, and packaging to ensure that students will participate in consuming high quality meals.

Plan for Measuring Implementation:

The School Board instructs the Superintendent to establish procedures for implementation of this policy that include targets in support of the goals set forth in this Policy. Each Building Principal is charged with the operational responsibility for ensuring that their school follows the guidelines set forth in this policy and implements strategies for achieving the targets set forth in the procedures established by the Superintendent. The Wellness Committee will periodically assess the nutrition and physical activity environment throughout the District and provide input to each Building Principal and the Superintendent regarding progress on the current targets, recommend any new targets and identify strategies in support of the goals stated in this Policy. The Superintendent and Building Principals will decide upon the targets and strategies in support of the goals stated in this Policy. Periodic progress reports will be provided to the School Board.

Community Involvement:

The Board will establish a Wellness Committee that will periodically assess the nutrition and physical activity environment throughout the District. This group will assess progress on the current goal targets; recommend any new goal targets and identify strategies for achieving them. The committee will be appointed by the School Board in consultation with the Superintendent. The Committee will and consist of a group representing parents, students, the school's food service program, the School Board, administrators, regular and wellness related faculty and staff as well as members of the public with wellness related expertise. The purpose of this advisory Committee is to provide content area expertise and community input.

Legal References:

RSA 189:11-a, Food and Nutrition Programs

Section 204 of Public Law 108-265, Child Nutrition and WIC Reauthorization Act of 2004

Ed 306.04(a)(20), Wellness

Ed 306.401, Health and Wellness Education Program

Revised: May 2014

Revised: February 2006. September 2009

NHSBA Note, May 2014: Only changes are to Legal References. Content of policy is unchanged.

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WELLNESS POLICY

The Board recognizes the importance of proper nutrition, developmentally appropriate physical activity, and other wellness activities as a way of promoting healthy lifestyles. The Board also recognizes the important link between health and student success. It is, therefore, the goal of the Board that the learning environment positively influences a student's understanding, beliefs, and habits as they relate to good nutrition, physical activity, and other wellness activities.

Specifically:

1. The District shall develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy, including roles, responsibilities, actions, timelines, and specific guidelines for nutrition standards, nutrition promotion and education, physical activity, physical education, and other school-based activities that shall promote student wellness (see JLCF-R).
2. The District shall provide standards and nutrition guidelines for all foods and beverages sold to students on the school campus during the school day shall be consistent with Federal regulations for: a) School meal nutrition standards, and b) Smart Snacks in school nutrition standards (see JLCF-R, pages 9 to 13).
3. The District shall provide standards for all foods and beverages provided, but not sold, to students during the school day (e.g., in classroom parties, classroom snacks brought by parents, or other foods given as incentives) (see JLCF-R, pages 9 to 13).
4. The District shall provide guidelines for food and beverage marketing that allows marketing and advertising of only those foods and beverages that meet the Smart Snacks in School nutrition standards (see JLCF-R, pages 9 to 13).
5. The District shall provide guidelines for wellness policy leadership, public involvement, evaluation plan, and public updates, including:
 - a. Policy Leadership: The District shall establish wellness policy leadership of one or more school official(s) who have the authority and responsibility to ensure each school complies with the policy (see JLCF-R, pages 5 to 8).
 - b. Public Involvement: At a minimum, the District shall permit participation by the general public and the school community (including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, and school administrator(s) in the wellness policy process (see JLCF-R, pages 5 to 8).
 - c. Evaluation Plan: The District shall conduct an assessment of the wellness policy every 3 years (triennial assessment), at a minimum to determine: compliance with the wellness policy, how the wellness policy compares to model wellness

policies (e.g., Alliance for a Healthier Generation Healthy Schools Program), and progress made in attaining the goals of the wellness policy (see JLCF-R, pages 5 to 8).

- d. Public Updates: The District shall make available to the public: the wellness policy, including any updates to and about the wellness policy, on an annual basis, at a minimum, and the Triennial Assessment, including progress toward meeting the goals of the policy (see JLCF-R, pages 5 to 8).

Legal References

- RSA 189:11-a, d, Food and Nutrition Programs
- NH Code of Administrative Rules, Sec. Ed. 303.01(g), Substantive Duties of School Boards
- NH Code of Administrative Rules, Sec. Ed. 306.02
- NH Code of Administrative Rules, Sec. Ed. 306.04(a)(23), Availability and Distribution of Health Foods
- NH Code of Administrative Rules, Sec. Ed. 306.11(g)(h), Food & Nutrition Services
- NH Code of Administrative Rules, Sec. Ed. 306-04(a)(21) & CFR 210.10, Nutrition Standards and Menu Planning Approaches for Lunches and Requirements for Afterschool Snacks
- NH Code of Administrative Rules, Sec. Ed. 306.40, Health Education Program
- NH Code of Administrative Rules, Sec. Ed. 306.41, Physical Education Program
- Child Nutrition and Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Reauthorization Act of 2004
- Healthy, Hunger-Free Kids Act of 2010
- Food and Nutrition Service (FNS), 7 CFR Parts 210, 215, 220 and 235, [FNS 2014-0011], RIN 0584-AE30, Administrative Reviews in the School, Nutrition Programs, Final Rule (July 29, 2016)
- Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010: Summary of the Final Rule (2016)
- NH DOE Technical Advisory, 21

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