

Longview ISD



Local School Wellness Plan

2019-2020

Longview ISD Wellness Plan

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Longview ISD Wellness Plan

Preamble

Longview ISD (hereto referred to as the District) is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year.

This plan 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. Specifically, this plan establishes goals and procedures to ensure that:

- Students in the District have access to healthy foods through reimbursable school meals - in accordance with Federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active during and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- The District establishes and maintains an infrastructure for management oversight, implementation, communication about, and monitoring of the plan and its established goals and objectives.

This plan applies to all students, staff, and schools in the District.

I. School Health Advisory Committee (SHAC)

Committee Role and Membership

The District will convene a representative district wellness committee that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of this district-level wellness plan (heretofore referred as "wellness plan").

The SHAC membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (ex., school nutrition director); physical education teachers; health education teachers; school health professionals (ex., health education teachers, school health services staff [i.e., nurses, physicians, dentists, health educators, and other allied health personnel who provide school health services], and mental health and social services staff [i.e., school counselors, psychologists, social workers, or psychiatrists]; school administrators (ex., superintendent, principal, vice principal), school board members; health professionals (ex., dietitians, doctors, nurses, dentists); and the general public. To the extent possible, the SHAC will include representatives from each school building and reflect the diversity of the community.

II. Wellness Plan Implementation, Monitoring, Accountability, and Community Engagement

Implementation Plan

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness plan.

This wellness plan and the progress reports can be found at: w3.lisd.org

Recordkeeping

The District will retain records to document compliance with the requirements of the wellness plan at the Assistant Superintendents office and/or on District's central computer network. Documentation maintained in this location will include but will not be limited to:

- The written wellness plan;
- Documentation demonstrating compliance with community involvement requirements and participation in the development, implementation, and periodic review and update of the wellness plan;
- Documentation of annual plan progress reports; and
- Documentation of the triennial assessment of the plan;
- Documentation demonstrating compliance with public notification requirements, including: (1) Methods by which the wellness plan, annual progress reports, and triennial assessments are made available to the public; and (2) Efforts to actively notify families about the availability of wellness plan.

Annual Progress Reports

The District will compile and publish an annual report to share basic information about the wellness plan and report on the progress of the district in meeting wellness goals. This annual report will be published around the same time each year in May, and will include information from the District. This report will include, but is not limited to:

- The website address for the wellness plan and/or how the public can receive/access a copy of the wellness plan;
- A description of the progress in meeting the wellness plan goals;
- A summary of each events or activities related to wellness plan implementation;
- The name, position title, and contact information of the designated District plan leader(s) identified in Section I; and
- Information on how individuals and the public can get involved with the SHAC or SWC.

The annual report will be available in English and Spanish.

The District will actively notify households/families of the availability of the annual report.

The SHAC will establish and monitor goals and objectives for the District's schools, specific and appropriate for each instructional unit (elementary or secondary OR elementary, middle, and high school, as appropriate), for each of the content-specific components listed in Sections III-V of this plan.

Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness plan to assess the implementation of the plan and include:

- The extent to which schools under the jurisdiction of the District are in compliance with the wellness plan;

- The extent to which the District's wellness plan compares to the Alliance for a Healthier Generation's model wellness plan; and
- A description of the progress made in attaining the goals of the District's wellness plan.

The position/person responsible for managing the triennial assessment and contact information is Dennis Williams and Mrs. Kimberly Dans.

The SHAC, in collaboration with individual schools, will monitor schools' compliance with this wellness plan.

The District will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Plan

The SHAC will update or modify the wellness plan based on the results of the annual progress reports and triennial assessments, and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. **The wellness plan will be assessed and updated as indicated at least every three years, following the triennial assessment.**

Community Involvement, Outreach, and Communications

The District will actively notify the public about the content of or any updates to the wellness plan annually, at a minimum. The District will use electronic mechanisms, such as email or displaying notices on the district's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness plan, as well as how to get involved and support the plan.

III. Nutrition

School Meals

Our school district is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. The school meal 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 USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and Summer Food Service Program (SFSP). All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet [USDA nutrition standards](#).)
- Promote healthy food and beverage choices using the following [Smarter Lunchroom techniques](#):
 - Whole fruit options are displayed in attractive bowls or baskets (instead of chaffing dishes or hotel pans)
 - Sliced or cut fruit is available daily
 - Daily fruit options are displayed in a location in the line of sight and reach of students

- All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal
 - White milk is placed in front of other beverages in all coolers
 - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.)
 - Student surveys and taste testing opportunities are used to inform menu development, dining space decor, and promotional ideas
 - Daily announcements are used to promote and market menu options
- Menus will be posted on the District website or individual school websites.
 - The District child nutrition program will accommodate students with special dietary needs.
 - Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated.
 - Students are served lunch as near the middle of the day as possible.
 - 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.
 - Schools should not schedule tutoring, pep rallies, assemblies, club/organization meetings, and other activities during meal times.

Dining Environment

The goal is to create a total school environment that is conducive to healthy eating and being physically active.

- LISD provides a clean, safe, enjoyable meal environment for students.
- LISD provides enough space and serving areas to ensure all students have access to school meals with minimum wait time.
- LISD makes drinking fountains available in all schools, so that students can get water at meals and throughout the day.
- LISD encourages all students to participate in school meal programs and protect the identity of students who eat free and reduced price meals.
- Facility design will be given priority in renovations and new construction.
- School personnel will assist all students in developing the healthy practice of washing hands before eating.

Staff Qualifications and Professional Development

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the [USDA professional standards for child nutrition professionals](#). These school nutrition personnel will refer to [USDA's Professional Standards for School Nutrition Standards website](#) to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day* and throughout every school campus* ("school campus" and "school day" are defined in the glossary). The District will make drinking water available where school meals are served during mealtimes. In addition, students will be allowed to bring and carry (approved) water bottles filled with only water with them throughout the day.

- *Water cups/jugs will be available in the cafeteria if a drinking fountain is not present.*
- *All water sources and containers will be maintained on a regular basis to ensure good hygiene standards. Such sources and containers may include drinking fountains, water jugs, hydration stations, water jets, and other methods for delivering drinking water.]*

Competitive Foods and Beverages

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 sold and served outside of the school meal programs (i.e., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks 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 are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>. The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at www.healthiergeneration.org/smartsnacks.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, a la carte options in cafeterias, vending machines, school stores, and snack or food carts.

Celebrations and Rewards

All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition.

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day. The District will make available to parents and teachers a list of healthy fundraising ideas [examples from the [Alliance for a Healthier Generation](#) and the [USDA](#)].

Schools will use only non-food fundraisers, and encourage those promoting physical activity (such as walk-a-thons, jump rope for heart, fun runs, etc.).

- Fundraising during school hours will sell non-food items or foods and beverages that meet or exceed the Smart Snacks nutrition standards. This may include but is not limited to, donation nights at restaurants, cookie dough, candy and pizza sales, market days, etc.

Nutrition Education Goals

The primary goal of nutrition education is to influence students’ eating behaviors. Building nutrition knowledge and skills helps children make healthy eating and physical activity choices. To make a difference, Longview Independent School District will provide nutrition education that is appropriate for students’ ages; reflects students’ cultures; is integrated into subjects such as math and reading; and provides opportunities for students to practice skills and have fun. Longview Independent School District will also choose nutrition education curricula that are easy to teach and foster lifelong healthy eating.

- Students in grades pre-K-12 receive nutrition education that is interactive and teaches the skills they need to adopt healthy eating behaviors.
- Nutrition education is offered in the school dining room as well as in the classroom, with coordination between the foodservice staff and teachers.
- Students receive consistent nutrition messages throughout schools, classrooms, cafeterias, homes, community, and media
- District health education curriculum standards and guidelines include both nutrition and physical education.
- Nutrition is integrated into the health education or core curricula (e.g., math, science, language arts).

- Schools link nutrition education activities with the coordinated school health program.
- Staff who provide nutrition education have appropriate training.
- Longview Independent School District will follow health education curriculum standards and guidelines as stated by the Texas Education Agency. Schools will link nutrition education activities with the coordinated school health program. Staff responsible for nutrition education will be adequately prepared and participate regularly in professional development activities to effectively deliver an accurate nutrition program as planned. Preparation and professional development activities will provide basic knowledge of nutrition, combined with skill practice in program-specific activities, and instructional techniques and strategies designed to promote healthy-eating habits.
- Students in pre-kindergarten through grade 12 will receive nutrition education that is interactive and teaches the skills they need to adopt healthy-eating behaviors. Teachers are encouraged to integrate nutrition education into core curriculum areas such as math, science, social studies, and language arts as applicable.
- Nutrition education will be offered in the school dining room and in the classroom, with coordination between school foodservice staff and teachers and shall be reviewed by credentialed nutritional professionals. Teachers can display posters, videos, websites, etc. on nutrition topics. Promotions will be geared toward healthy eating and proper nutrition as well as increasing meal participation.
- Longview ISD campuses will participate in USDA nutrition programs where applicable and conduct nutrition education activities and promotions that involve students, parents, and the community. The school nutrition team responsible for these activities will be composed of Child Nutrition Services staff, Student Services staff, school nurses, health teachers, and physical education coaches.
- Food Service/Finance Department will report to Superintendent and Board members the successes of the Food Service program on a monthly basis. SHAC and Wellness plan notes should be noted as occur.
- Nutrition education should be taught in a manner that promotes the importance of lifelong healthy and nutritional food choices and should encourage children to demonstrate such to their families.
- Students will be encouraged to begin each day with a healthy breakfast.
- Include nutrition education training for teachers and other staff.

Essential Healthy Eating Topics in Health Education

The District will include in the health education curriculum the following essential topics on healthy eating:

- The relationship between healthy eating and personal health and disease prevention
- Food guidance from [MyPlate](#)
- Reading and using USDA's food labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables, and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain *trans* fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake

- Social influences on healthy eating, including media, family, peers, and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

[USDA's Team Nutrition](#) provides free nutrition education and promotion materials, including standards-based nutrition education curricula and lesson plans, posters, interactive games, menu graphics, and more.

IV. Physical Activity

Physical Activity Goals

The primary goals for Longview Independent School District's physical activity components are: to provide opportunities for every student to develop the knowledge and skills for specific physical activities, to maintain students' physical fitness, to ensure students' regular participation in physical activity, and to teach students the short- and long-term benefits of a physically active and healthful lifestyle.

- Students are given opportunities for physical activity during the school day through physical education (PE) classes, daily recess periods for elementary school students, and the integration of physical activity into the academic curriculum.
- Students are given opportunities for physical activity through a range of before- and/or after-school programs including, but not limited to, intramurals, interscholastic athletics, and physical activity clubs.
- Schools encourage parents and guardians to support their children's participation in physical activity, to be physically active role models, and to include physical activity in family events.
- Schools provide training to enable teachers, and other school staff to promote enjoyable, lifelong physical activity among students.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All District elementary students in each grade will receive physical education for at least 90-135 minutes per week throughout the school year.

All middle school students are required to take physical education and/or athletics throughout all middle school years and all high school students are required to take physical education or related course equivalent of one academic year of physical education.

The District physical education program will promote student physical fitness through individualized fitness and activity assessments through FitnessGram and will use criterion-based reporting for each student.

- Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.
- All physical education classes in Longview ISD are taught by licensed teachers who are certified or endorsed to teach physical education.
- Physical Education teachers will be provided opportunities for training on a yearly basis.
- Physical Education class size will be consistent with the requirements for good instruction.

Essential Physical Activity Topics in Health Education

The District will include in the health education curriculum the following essential topics on physical activity: when health education is taught OR semesters when student is enrolled in health or physical education.

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise, and fitness
- Phases of an exercise session, that is, warm up, workout, and cool down
- Overcoming barriers to physical activity
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia, and sunburn while being physically active
- Dangers of using performance-enhancing drugs, such as steroids

Recess (Elementary)

All elementary schools will offer at least 20 minutes of recess on most days during the school year. This plan may be waived on early dismissal or late arrival days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating.

Outdoor recess will be offered when weather is feasible for outdoor play.

In the event that the school or district must conduct indoor recess, teachers and staff will promote physical activity for students, to the extent practicable.

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies, and others) and do their part to limit sedentary behavior during the school day.

Before and After School Activities

The District offers opportunities for students to participate in physical activity either before and/or after the school day (or both) through a variety of methods. The District will encourage students to be physically active before and after school by: participation in extra-curricular organizations.

Active Transport

The District will support active transport to and from school, such as walking or biking. The District will encourage this behavior.

- Secure storage facilities for bicycles and helmets (e.g., shed, cage, fenced area)
- Crosswalks exist on streets leading to schools

V. Other Activities that Promote Student Wellness

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

Schools in the District are encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District's curriculum experts.

All efforts related to obtaining federal, state, or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness plan, including but not limited to ensuring the involvement of the SHAC.

Community Partnerships

The District will enhance relationships with community partners (i.e. hospitals, universities/colleges, local businesses, etc.) in support of this wellness plan's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness plan and its goals.

Community Health Promotion and Engagement

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

As described in the "Community Involvement, Outreach, and Communications" subsection, the District will use electronic mechanisms (such as email or displaying notices on the district's website), as well as non-electronic mechanisms, (such as newsletters, presentations to parents, or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Staff Wellness and Health Promotion

The SHAC 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.

The District will promote 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.

Glossary:

Extended School Day - time during before and afterschool activities that includes clubs, intramural sports, band and choir practice, drama rehearsals, etc.

School Campus - areas that are owned or leased by the school and used at any time for school-related activities such as the school building or on the school campus, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields, and stadiums (e.g. on scoreboards, coolers, cups, and water bottles), or parking lots.

School Day - midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

Attachment A

Guidelines for Food and Beverages Offered to Students at School and School Functions

All foods and beverages, other than school meals, made available to students during allowable times must meet the following maximum portion size and nutrition standards:

Food Items	Elementary Schools	Middle Schools	High Schools
Baked Chips, Crackers, Popcorn, Trail Mix, Seeds, Dried Fruit, Jerky, Pretzels.	1.5 oz.	1.5 oz.	1.5 oz.
Cookies/Cereal Bars	2 oz	2 oz.	2 oz.
Baked Goods (Pastry/Muffin)	3 oz.	3 oz.	3 oz.
Frozen Desserts, Ice cream	4 oz.	4 oz.	4 oz.
Yogurt	8 oz.	8 oz.	8 oz.
Whole Milk	8 oz.	8 oz.	8 oz.
Reduced Fat Milk	16 oz.	16 oz.	16 oz.
Beverages other than Milk or FMNV	6 oz.	12 oz.	12 oz.
Non Carbonated, unflavored water	No limit	No limit	No limit
Fruit Slushes (50% juice minimum)	6 oz.	8 oz.	8 oz.

All other food/beverages

No more than 9 grams of fat per package (except nuts and seeds) and no more than 35% by weight or 15 grams per serving of added sugar.

At any school function (celebrations, receptions, festivals, sporting events, etc.) healthy food choice options should be available to students. Some suggested foods are listed below:

Raw vegetable sticks/slices with low-fat dressing or yogurt dip, fresh fruit and 100% fruit juices, frozen fruit juice pops, dried fruits (raisins, banana chips, etc.), trail mix (dried fruits and nuts), dry roasted peanuts, tree nuts, and soy nuts (not coconut or palm nuts), low-fat meats and cheese sandwiches (use low-fat mayonnaise in chicken/tuna salads), party mix (variety of cereals, nuts, pretzels, etc.) low-sodium crackers, baked corn chips and fat-free potato chips with salsa and low-fat dips (Ranch, French Onion, Bean, etc.), low-fat muffins, granola bars, and cookies, angel food and sponge cakes, flavored yogurt and fruit parfaits, gelatin and low-fat pudding cups, low-fat ice creams, frozen yogurts, sherbets, low-fat and skim milk products, pure ice water

In selecting food items to offer, keep in mind the numerous students and adults who are on special diets and their consumption of sugar, fat, sodium, etc. is restricted. The use of foods of minimal nutritional value (See Attachment B) as learning incentives should not be practiced, and healthy food choices or non-food items should be substituted.

Organizations operating concessions at school functions should include at least some healthy food choices in their offerings. It is recommended that groups market these healthy options at a lower profit margin to encourage selection by students.

*** Approved Times for the Availability of Foods and Beverages Other than School Meal:**

Elementary Schools – No access any time.

Junior High Schools – Not allowed until after last lunch period and not in area where meals are served or consumed.

High Schools – Allowed, but not in area meals are served or consumed.

Attachment B

Foods of Minimal Nutritional Value

Students may not be in possession of any of the foods or beverages listed below at school except during times approved by this plan.*

- Water Ices – any frozen, sweetened water such as “...sicles” and flavored ice with the exception of products that contain fruit or fruit juice
- All Candies – any processed foods made predominantly from sweeteners or artificial sweeteners with a variety of other ingredients, including powdered drink mix (i.e., Kool-Aid).
- Certain Chips and Snack Foods – any portions larger than or nutritional content other than those indicated on Attachment A.
- Due to their high sodium and fat content, traditional popcorn and pickles may be sold only one day per month. Low-fat popcorn would be acceptable for sale more often.

It should be noted that any of the above items that are found in the possession of any student during unapproved times will be collected by school personnel.

*** Approved Times for the Availability of Foods of Minimal Nutritional Value:**

Elementary Schools – No access any time

Junior High Schools – Not allowed until after the last lunch period

High Schools – Not allowed in areas where reimbursable meals are served or consumed.

WellSAT: 3.0

Wellness School Assessment Tool

THE ASSESSMENT TOOL



Federal Requirement



Farm to School



CSPAP



NE1: Includes goals for nutrition education that are designed to promote student wellness.

Federal Rule language states that policies must include "specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness."

0	Either no goals for nutrition education are mentioned or policy clearly detracts from requirement
1	<p>Any of the following:</p> <ul style="list-style-type: none"> Nutrition education goal is implied Policy only repeats the language of the federal wellness requirement regarding nutrition education Policy only mentions "total learning environment" language and no other NE-related language included <p>Examples:</p> <ul style="list-style-type: none"> "The district is committed to nutrition education" "Includes goals for nutrition education...designed to promote student wellness in a manner that the local education agency deems is appropriate" (and no other NE goals are stated) <p>"Enable students, through a comprehensive curriculum, to acquire the knowledge and skills necessary to make healthy lifestyle choices."</p>
2	<p>Clear that there are specific goals for nutrition education.</p> <p>Example: "Nutrition lessons are integrated into the curriculum and the health education program."</p>

NE2: Nutrition education teaches skills that are behavior focused, interactive, and/or participatory.

0	Not mentioned
1	<p>Nutrition education for development of behavioral skills is suggested.</p> <p>Specific skills are mentioned but none are required</p> <p>Skills based nutrition education is suggested outside the NE section of the policy</p> <p>Examples:</p> <ul style="list-style-type: none"> All students should have the skills necessary to make nutritious food choices." "Students will receive nutrition education that fosters the adoption and maintenance of healthy eating behaviors."
2	<p>Statement that skill-based nutrition education is required OR specific skills are identified and required (e.g., media awareness, menu planning, reading nutrition facts labels).</p> <p>Examples:</p> <ul style="list-style-type: none"> "Nutrition education will incorporate lessons helping children acquire skills for reading food labels and menu planning." "Schools will provide nutrition education lessons that cover topics such as reading a Nutrition Facts label." "Nutrition education will provide the knowledge and skills necessary to promote health."

NE3: All elementary school students receive sequential and comprehensive nutrition education (mark as N/A if district does not have elementary schools).

0	Not mentioned
1	<p>Suggested. It is unclear if all elementary school students will receive nutrition education</p> <p>Example: "Nutrition lessons will be designed for integration into the curriculum and the health education program."</p>
2	<p>Required. It is clear that all elementary students will receive sequential and comprehensive nutrition education</p> <p>Example: "Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level (K-12)."</p>

NE4: All middle school students receive sequential and comprehensive nutrition education (mark as N/A if district does not have middle schools).

0	Not mentioned
1	<p>Suggested. It is unclear if all middle school students will receive nutrition education</p> <p>Example: "Nutrition lessons will be designed for integration into the curriculum and the health education program."</p>

2	Required. It is clear that all middle school students will receive sequential and comprehensive nutrition education Example: "Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level (K-12)."
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NE5: All high school students receive sequential and comprehensive nutrition education (mark as N/A if district does not have high schools).	
0	Not mentioned
1	Suggested. It is unclear if all high school students will receive nutrition education Example: "Nutrition lessons will be designed for integration into the curriculum and the health education program."
2	Required. It is clear that all high school students will receive sequential and comprehensive nutrition education Example: "Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level (K-12)."

NE6: Nutrition education is integrated into other subjects beyond health education.	
0	Not mentioned
1	Vague and/or suggested Examples: <ul style="list-style-type: none"> "...will encourage teachers to integrate nutrition education into the broader curriculum." "Staff shall teach, encourage, and support healthy eating by students by providing nutrition education and engaging in nutrition promotion for all grade levels throughout the school day in a number of different instructional settings. Instruction shall be integrated and include information about nutrition, exercise, and/or healthy choices that..." "Instructional staff are encouraged to integrate nutritional themes into daily lessons when appropriate."
2	Requires that nutrition education be integrated into other subjects. Examples: <ul style="list-style-type: none"> "Nutrition education will be integrated into mathematics classes." "Nutrition education will be integrated into the broader curriculum, where appropriate." "Nutrition education is integrated into cooking lessons."

NE7: Links nutrition education with the food environment.	
0	Not mentioned
1	Vague and/or suggested Example: "The entire school environment, not just the classroom, shall be aligned with healthy school goals to positively influence a student's understanding, beliefs, and habits as they relate to good nutrition and regular physical activity."
2	Requires that nutrition education be integrated into the larger school environment in concrete ways Example: "The nutrition education program shall work with the school meal program to develop school gardens and use the cafeteria as a learning lab."

 NE8: Nutrition education addresses agriculture and the food system.	
0	Not mentioned
1	Vague and/or suggested Example: "School gardens and nutrition instruction are encouraged as part of the academic curriculum."
2	Statement that students will receive education about agriculture and the food system through specific activities Examples: <ul style="list-style-type: none"> "Each school will establish a garden club." "The nutrition education curriculum will use the school garden as a teaching tool." "Field trips: Children will have an opportunity to visit local farms where produce is purchased for school meals."

 SM1: Assures compliance with USDA nutrition standards for reimbursable school meals. Federal Rule language states that local educational agencies must set "standards and nutrition guidelines for all food and beverages sold to students during the school day" that "are consistent with	
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applicable requirements set forth under 210.10." Additionally, the WIC Reauthorization Act of 2004 states that all wellness policies must "provide an assurance that guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture."	
0	Not mentioned
1	Policy states that school meals will meet or are in compliance with USDA nutrition standards but does not link to or cite the nutrition standards Example: "...all foods sold/served on campus will meet USDA nutrition standards for school meals "
2	USDA standards are included in the policy or a working link to the USDA website is provided Example: "Meals served through the district's food services program shall comply with the National School Lunch and/or Breakfast standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10 or 220.8, as applicable. (working links provided)"

SM2: Addresses access to the USDA School Breakfast Program.	
0	Not mentioned
1	Encourages or suggests participation in the School Breakfast Program or addresses breakfast without mentioning SBP by name Examples: <ul style="list-style-type: none"> • "The district shall make every effort to offer school breakfast." • "The district shall operate under USDA regulations for National School Lunch and/or Breakfast Programs."
2	Includes language to institutionalize the School Breakfast Program (e.g., specific reference to USDA, School Breakfast Program or CFR Part 220). Example: "All schools will provide breakfast through the USDA School Breakfast Program."

 SM3: District takes steps to protect the privacy of students who qualify for free or reduced priced meals. The National School Lunch Act puts restrictions on how much information can be shared from participants. The United States Department of Agriculture states "school food authorities must assure that a child's eligibility status is not disclosed at any point in the process of providing free or reduced-price meals, including notification of the availability of free or reduced-price benefits, certification and notification of eligibility, provision of meals in the cafeteria, and the point of service." N/A (district qualifies for community eligibility)	
0	Not mentioned
1	Vague/suggested Example: "The district should take steps to ensure that students qualifying for free or reduced priced meals are not overtly identified in any way."
2	District has implemented plans to protect student privacy which include methods used (in addition to following relevant regulations) Example: "The cafeterias are cashless—all students, regardless of the type of payment they make for school meals, or the food being purchased (meal or a la carte) are given a code to enter at the cash register."

SM4: Addresses how to handle feeding children with unpaid meal balances without stigmatizing them.	
0	Not mentioned
1	Suggests that students with unpaid balances should be given a nutritious meal, with efforts to reduce stigma Example: "Schools should avoid stigmatizing students who are unable to pay for their meal."
2	Requires that students with unpaid balances are given the regular reimbursable meal and not stigmatized Examples: <ul style="list-style-type: none"> • "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." • "Schools must serve students a reimbursable meal, regardless of whether the student has money to pay or owes money." • "Schools will not throw away a student's meal because the student has an unpaid balance." • "Schools will reach out to the family of a child with an unpaid balance to assess whether the child is eligible for free or reduced price meals."

SM5: Specifies how families are provided information about determining eligibility for free/reduced price meals.	
0	Not mentioned

1	Vague/suggested Example: "Parents should be informed that the application is available online and should be completed by..."
2	Clear procedure for providing information is in place Example: "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."

SM6: Specifies strategies to increase participation in school meal programs.	
0	Not mentioned
1	Mentions vague and/or suggested strategies Examples: <ul style="list-style-type: none"> "School meals shall be made attractive to students by appealing to their taste preferences." "To the extent possible, school and transportation schedules shall be designed to encourage participation in school meal programs."
2	Requires specific strategies, such as limiting access to competitive foods in the cafeteria, requiring that all high school students have a scheduled lunch period, prohibiting students from promotional mailings or events, use of Smarter Lunchroom strategies, altered bus schedules, student input on the menu, "Grab and Go" or Breakfast in the Classroom Examples: <ul style="list-style-type: none"> "Students will have the opportunity to provide input on local, cultural, and ethnic favorites." "Shall provide periodic food promotions to encourage taste testing of healthy new foods being introduced on the menu." "Morning bus routes will be scheduled to allow students to arrive at school in time to eat breakfast." "Tutoring, club or organizational meetings will not be scheduled during the lunch period unless students are allowed to purchase lunch to be consumed during meetings" "The district shall use the USDA's Smarter Lunchroom tools and other resources available on the USDA website." "The district discourages consumption of competitive foods in place of school meals by limiting competitive food choices during mealtimes in the cafeteria." "Snack foods may not be purchased during meals."

SM7: Addresses the amount of "seat time" students have to eat school meals.	
0	Not mentioned
1	Vague and/or suggests a specific amount of time Examples: <ul style="list-style-type: none"> "Schools are encouraged to permit all full-day students a daily lunch period of not less than 20 minutes." "Personnel will schedule enough time so students do not have to spend too much time waiting in line." "Schools are required to provide all full day students a daily lunch period of not less than 20 minutes." (not clear how much of that time is "seat time")
2	Requires meal periods to include at least 10 minutes of "seat time" for breakfast (if offered) and at least 20 minutes of "seat time" for lunch Example: "After obtaining food, students will have at least 20 minutes to eat lunch."

 SM8: Free drinking water is available during meals. Federal Rule language states that schools "must make potable water available to children at no charge in the place where lunches are served during the meal service, consistent with amendments made by section 203 of the HHFKA, and in the cafeteria during breakfast meal service."	
0	Not mentioned
1	Drinking water is available, but accessibility is unclear Example: "Drinking water is available in the cafeteria upon request." "Water should be available in the cafeteria."
2	Free drinking water is available for self-service in the cafeteria Examples: <ul style="list-style-type: none"> "Water fountains or water filling stations are available in all cafeterias." "Water jugs and cups will be present in the cafeteria and supervisory staff will allow students to access water throughout the meal period." "Free water will be available in the cafeteria during meal times."

 SM9: Ensures annual training for food and nutrition services staff in accordance with USDA Professional Standards.

Training requirements include: new and current directors: 12 hours; new and current managers: 10 hours; new and current staff: 6 hours. Requirement information available at: <https://www.gpo.gov/fdsys/pkg/FR-2015-03-02/pdf/2015-04234.pdf>.

0	Not mentioned
1	Training suggested, but unclear if USDA requirement is met Examples: <ul style="list-style-type: none"> "All food service personnel will have adequate training in food service operations." "All food service personnel shall receive pre-service training in food service operations."
2	It is clear that USDA requirement for training and/or continuing education is being met. Examples: <ul style="list-style-type: none"> "The USDA Professional Standards for State and Local Nutrition Programs are followed to ensure that professional development in the area of food and nutrition is provided for food service directors, managers and staff. New and current food service directors must have at least 12 hours; new and current managers must have at least 10 hours; new and current staff must have at least 6 hours" "All school nutrition program directors, managers and staff will meet hiring and annual continuing education/training requirements in the USDA Professional Standards for Child Nutrition Professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs."

 SM10: Addresses purchasing local foods for the school meals program. Procurement is one of the three components of the farm to school program. Procurement is defined as local foods that are purchased, promoted, and served in the cafeteria or as a snack or taste-test. USDA farm to school program available at: <https://www.fns.usda.gov/farmtoschool/farm-school>

0	Not mentioned
1	Mentions vague and/or suggested strategies Examples: <ul style="list-style-type: none"> "Schools are encouraged to make available locally grown produce available." "Schools are encouraged to source fresh fruits and vegetables from local farmers where practicable."
2	Local foods will be purchased and promoted Examples: <ul style="list-style-type: none"> "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."

 NS1: Addresses compliance with USDA nutrition standards (commonly referred to as Smart Snacks) for all food and beverages sold to students during the school day. The school day begins at midnight the night before and goes until 30 minutes after the final bell. Federal Rule language states that policies must contain "standards and nutrition guidelines for all foods and beverages sold to students during the school day on each participating school campus under the jurisdiction of the local educational agency."

0	Not mentioned
1	Vague and/or suggested. Any of the following: <ul style="list-style-type: none"> Specifies meeting nutrition standards for competitive foods, but does not show: specific standards that document compliance OR specify USDA Smart Snacks OR specify federal requirements. Lists some, but not all standards/ implies partial compliance Requires Smart Snacks for foods or beverages, but not both. Examples: <ul style="list-style-type: none"> "All foods sold to students outside of school meals shall meet district nutrition standards" (district nutrition standards do not meet Smart Snacks) "All beverages sold must meet Smart Snack nutrition standards."

2	<p>All foods and beverages sold to students during the school day are required to meet or are in compliance with USDA Smart Snacks federal nutrition standards or specific standards are named that imply compliance.</p> <p>Examples:</p> <ul style="list-style-type: none"> • "The district is in compliance with all federal and state nutrition standards for all foods served in schools." • "Guidelines from USDA's Final Rule: Nutrition Standards for All Food Sold in School standards apply to a la carte in the cafeteria, in-school stores, snack bars, vending machines, and any other venues where food or candy may be sold on school campuses during the school day, including fundraisers, beginning July 1, 2014"
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 NS2: USDA Smart Snack standards are easily accessed in the policy.	
0	Not mentioned
1	<p>USDA Smart Snacks are mentioned without a link to the full regulation</p> <p>Example: "The District will follow the Smart Snacks in School standards for all food and beverages sold to students on school campus during the school day." (no link or full description of standards are provided)</p>
2	The complete Smart Snack standards are included in the policy or an active web link is provided

 NS3: Regulates food and beverages sold in a la carte. If a policy requires that "all food sold" or "all food and beverages made available" meet Smart Snacks standards, or competitive foods are not allowed to be sold, NS3 should be coded as a 2.	
0	Not mentioned or language such as "The district shall monitor all food and beverages sold or served to students, including those available outside of the federally regulated child nutrition programs. (i.e., a la carte, vending, student stores, rewards, fundraising, etc.)
1	<p>Recommended/limited to either of the following:</p> <ul style="list-style-type: none"> • A la carte regulations or umbrella statement regulating "all (competitive) foods" is vague, suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions • A la carte nutrition standards are required, but do not meet the level of Smart Snacks <p>Examples:</p> <ul style="list-style-type: none"> • "Food service shall strive to include some healthy choices (choices listed) for all a la carte food sales." • "All foods and beverages sold must meet nutrition standards for fat, sugar, and calories. Only water, milk, and 100% juice may be sold." (requirements don't meet Smart Snacks)
2	<p>Requires either Smart Snacks or competitive food and beverage sales are banned during the school day (or just within the a la carte lines)</p> <p>Examples:</p> <ul style="list-style-type: none"> • "It is the policy of the School District that all foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the U.S. Department of Agriculture (USDA) school meal and Smart Snacks in School (Smart Snacks) nutrition standards." • "All food items served or offered (for sale) to students during the school day (from the midnight prior, to 30 minutes after the end of the official school day) will meet all federal, state, and local standards for all nutrient and competitive food guidelines." • "The sale of F&B is limited to F&B sold through the school meal program." • "No competitive foods or beverages may be sold during the school day."

 NS4: Regulates food and beverages sold in vending machines. If a policy requires that "all food sold" or "all food and beverages made available" meet Smart Snacks standards, or competitive foods are not allowed to be sold, NS4 should be coded as a 2.	
0	Not mentioned or language such as "The district shall monitor all food and beverages sold or served to students, including those available outside of the federally regulated child nutrition programs. (i.e., a la carte, vending, student stores, rewards, fundraising, etc.)
1	<p>Recommended or limited to either of the following:</p> <ul style="list-style-type: none"> • Vending machine regulations or umbrella statement regulating "all (competitive) foods" is vague, suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions • Vending machine nutrition standards are required, but do not meet the level of Smart Snacks

	<p>Examples:</p> <ul style="list-style-type: none"> "Food service shall strive to include some healthy choices (choices listed) for all a la carte food sales." "All foods and beverages sold must meet nutrition standards for fat, sugar, and calories. Only water, milk, and 100% juice may be sold." (requirements don't meet Smart Snacks)
2	<p>Requires either of the following:</p> <ul style="list-style-type: none"> Smart Snacks Competitive food and beverage sales are banned during the school day (or just vending machines) <p>Examples:</p> <ul style="list-style-type: none"> "It is the policy of the School District that all foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the U.S. Department of Agriculture (USDA) school meal and Smart Snacks in School (Smart Snacks) nutrition standards." "All food items served or offered (for sale) to students during the school day (from the midnight prior, to 30 minutes after the end of the official school day) will meet all federal, state, and local standards for all nutrient and competitive food guidelines." "All vending machines will be turned off during the school day." "No competitive foods or beverages may be sold during the school day."



NS5: Regulates food and beverages sold in school stores. If a policy requires that "all food sold" or "all food and beverages made available" meet Smart Snacks standards, or competitive foods are not allowed to be sold, NS5 should be coded as a 2.

0	Not mentioned or language such as "The district shall monitor all food and beverages sold or served to students, including those available outside of the federally regulated child nutrition programs. (i.e., a la carte, vending, student stores, rewards, fundraising, etc.)"
1	<p>Recommended or limited to either of the following:</p> <ul style="list-style-type: none"> School store regulations or umbrella statement regulating "all (competitive) foods" is vague, suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions School store nutrition standards are required, but do not meet the level of Smart Snacks. <p>Examples:</p> <ul style="list-style-type: none"> "Food service shall strive to include some healthy choices (choices listed) for all a la carte food sales." "All foods and beverages sold must meet nutrition standards for fat, sugar, and calories. Only water, milk, and 100% juice may be sold." (requirements don't meet Smart Snacks)
2	<p>Requires either of the following Smart Snacks or competitive food and beverage sales are banned during the school day (or just within school stores)</p> <p>Examples:</p> <ul style="list-style-type: none"> "It is the policy of the School District that all foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the U.S. Department of Agriculture (USDA) school meal and Smart Snacks in School (Smart Snacks) nutrition standards." "All food items served or offered (for sale) to students during the school day (from the midnight prior, to 30 minutes after the end of the official school day) will meet all federal, state, and local standards for all nutrient and competitive food guidelines." "This district does not allow for the operation of school stores until 30 minutes after the end of the school day." "No competitive foods or beverages may be sold during the school day."



NS6: Addresses fundraising with food to be consumed during the school day.

If a policy requires that "all food sold" or "all food and beverages made available" meet Smart Snacks standards, or competitive foods are not allowed to be sold, NS6 should be coded as a 2. Smart Snacks applies to food and beverages sold as fundraiser during the school day. State agencies may adopt a policy that allows for exemptions to this requirement for infrequent school-sponsored fundraisers. The next variable (NS7) will capture whether or not those exemptions apply. Please indicate whether your district's nutrition standards apply to fundraising with food to be consumed during the school day here.

0	Not mentioned or language such as "The district shall monitor all food and beverages sold or served to students, including those available outside of the federally regulated child nutrition programs. (i.e., a la carte, vending, student stores, rewards, fundraising, etc.)"
1	Recommended or limited to either of the following:

	<ul style="list-style-type: none"> Fundraiser regulations or umbrella statement regulating "all (competitive) foods" is vague, suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions Fundraiser nutrition standards are required, but do not meet the level of Smart Snacks. <p>Examples:</p> <ul style="list-style-type: none"> "Food service shall strive to include some healthy choices (choices listed) for all fundraisers." "All foods and beverages sold must meet nutrition standards for fat, sugar, and calories. Only water, milk, and 100% juice may be sold." (requirements don't meet Smart Snacks)
2	<p>Requires either Smart Snacks or competitive food and beverage sales are banned during the school day (or just fundraisers)</p> <p>Examples:</p> <ul style="list-style-type: none"> "It is the policy of the School District that all foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the U.S. Department of Agriculture (USDA) school meal and Smart Snacks in School (Smart Snacks) nutrition standards." "All food items served or offered (for sale) to students during the school day (from the midnight prior, to 30 minutes after the end of the official school day) will meet all federal, state, and local standards for all nutrient and competitive food guidelines." "There will be no food-related fundraisers held during the school day." "No competitive foods or beverages may be sold during the school day."

NS7: Exemptions for infrequent school-sponsored fundraisers.

Under Smart Snacks, your state may have adopted an exemption policy that allows for a certain number of infrequent school-sponsored fundraisers during which foods and beverages sold do not have to meet Smart Snacks. If your state allows exemptions, it provides the maximum number of exempt fundraisers allowed. However, your school district may have adopted language that limits this number even further, or prohibits exempt fundraisers all together.

0	Not mentioned
1	<p>Some number of exemptions for infrequent fundraisers are allowed during which foods and beverages sold do not have to meet the Smart Snacks nutrition standards.</p> <p>Example: Smart Snacks nutrition standards apply to all foods and beverages sold to students through district-sponsored fundraisers, unless an exemption applies. Each school will be allowed to hold 3 exempt fundraisers per school year during which any food or beverages may be sold.</p>
2	<p>Zero fundraiser exemptions are allowed</p> <p>Example: All fundraisers held during the school day must meet Smart Snacks. There are no exemptions</p>

NS8: Addresses foods and beverages containing caffeine at the high school level. Use N/A if no high school in district.

0	Not mentioned
1	<p>Vague and/or suggested</p> <p>Example: "School gardens and nutrition instruction are encouraged as part of the academic curriculum."</p>
2	<p>Statement that students will receive education about agriculture and the food system through specific activities</p> <p>Examples:</p> <ul style="list-style-type: none"> "Each school will establish a garden club." "The nutrition education curriculum will use the school garden as a teaching tool." "Field trips: Children will have an opportunity to visit local farms where produce is purchased for school meals."

NS9: Regulates food and beverages served at class parties and other school celebrations in elementary schools. Use N/A if no elementary schools in district.

0	Not mentioned
1	<p>Policy states that school meals will meet or are in compliance with USDA nutrition standards but does not link to or cite the nutrition standards</p> <p>Example: "...all foods sold/served on campus will meet USDA nutrition standards for school meals "</p>
2	<p>USDA standards are included in the policy or a working link to the USDA website is provided</p> <p>Example: "Meals served through the district's food services program shall comply with the National School Lunch and/or Breakfast standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10 or 220.8, as applicable. (working links provided)"</p>

NS10: Addresses nutrition standards for all foods and beverages served to students after the school day, including, before/after care on school grounds, clubs, and after school programming.	
0	Not mentioned
1	Encourages or suggests participation in the School Breakfast Program or addresses breakfast without mentioning SBP by name Examples: <ul style="list-style-type: none"> "The district shall make every effort to offer school breakfast." "The district shall operate under USDA regulations for National School Lunch and/or Breakfast Programs."
2	USDA standards are included in the policy or a working link to the USDA website is provided Example: "Meals served through the district's food services program shall comply with the National School Lunch and/or Breakfast standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10 or 220.8, as applicable. (working links provided)"

NS11: Addresses nutrition standards for all foods and beverages sold to students after the school day, including before/after care on school grounds, clubs, and after school programming.	
0	Not mentioned
1	Vague/suggested Example: "The district should take steps to ensure that students qualifying for free or reduced priced meals are not overtly identified in any way."
2	District has implemented plans to protect student privacy which include methods used (in addition to following relevant regulations) Example: "The cafeterias are cashless—all students, regardless of the type of payment they make for school meals, or the food being purchased (meal or a la carte) are given a code to enter at the cash register."

NS12: Addresses food not being used as a reward.	
0	Not mentioned OR students will be given an alternative meal until account is paid OR students will not be fed a school meal until account is paid
1	Suggests that students with unpaid balances should be given a nutritious meal, with efforts to reduce stigma Example: "Schools should avoid stigmatizing students who are unable to pay for their meal."
2	Requires that students with unpaid balances are given the regular reimbursable meal and not stigmatized Examples: <ul style="list-style-type: none"> "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." "Schools must serve students a reimbursable meal, regardless of whether the student has money to pay or owes money." "Schools will not throw away a student's meal because the student has an unpaid balance." "Schools will reach out to the family of a child with an unpaid balance to assess whether the child is eligible for free or reduced price meals."

NS13: Addresses availability of free drinking water throughout the school day.	
0	Not mentioned
1	Vague/suggested Example: "Parents should be informed that the application is available online and should be completed by..."
2	Clear procedure for providing information is in place Example: "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."

 PEPA1: There is a written physical education curriculum for grades K-12.	
0	Not mentioned

1	Vague and/or suggested Example: "Physical education will enable students to acquire the knowledge and skills necessary to maintain physical fitness, participate in physical activities and make healthy lifestyle choices."
2	Clear that school district has a written physical education curriculum for each grade K-12 (e.g., policy describes a comprehensive physical education curriculum- for "K-12," "all levels," or "all students"). Example: "The school district's comprehensive, standards-based physical education curriculum identifies the progression of skill development in grades K-12. Physical education curriculum revision will follow a formally established periodic review cycle congruent to other academic subjects."

PEPA2: The written physical education curriculum for each grade is aligned with national and/or state physical education standards.	
0	Not mentioned
1	Vague and/or suggested Example: <ul style="list-style-type: none"> "The physical education curriculum should follow existing standards."
2	Required. School district requires the written physical education curriculum to be aligned with state and/or national physical education standards Example: "The physical education curriculum for grades K-12 will be aligned with established state physical education standards."

PEPA3: Physical education promotes a physically active lifestyle.	
0	Not mentioned
1	Any of the following: <ul style="list-style-type: none"> Suggests that physical education promotes a physically active lifestyle Suggests NASPE standards Suggests that physical education programs focus on self-assessment Example: "Physical education programs should promote an active lifestyle"
2	Required. Any of the following: <ul style="list-style-type: none"> Requires physical education to teach lifetime activities Requires schools to follow NASPE standards Focuses on self-assessment through a "Fitnessgram" or "Activity gram" Examples: <ul style="list-style-type: none"> "Schools will provide physical education that fosters lifelong habits of physical activity." "Physical education shall focus on personal fitness." "Shall provide all students physical education that teaches them the skills needed for lifelong physical fitness."

PEPA4: Addresses time per week of physical education instruction for all elementary school students. Use N/A if no elementary schools in district.	
0	Not mentioned
1	Vague and/or suggested OR requires less than 150 minutes/week of physical education. Examples: <ul style="list-style-type: none"> "Elementary schools should provide 150 minutes per week of physical education instruction." "All students in grades one through eight are required to complete an average of one hundred instructional minutes per week of physical education."

2	<p>Required. School district requires 150 minutes/week of physical education instruction for all elementary school students through the entire school year</p> <p>Example: "All elementary school students shall receive 150 minutes per week of physical education instruction throughout the school year."</p>
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PEPA5: Addresses time per week of physical education instruction for all middle school students. Use N/A if no middle schools in district.

0	Not mentioned
1	<p>Vague and/or suggested OR requires less than 225 minutes/week of physical education</p> <p>Examples:</p> <ul style="list-style-type: none"> "Middle schools should provide 225 minutes per week of physical education instruction." "All students in grades one through eight are required to complete an average of one hundred instructional minutes per week of physical education."
2	<p>Required. Clear that school district requires 225 minutes/week of physical education instruction for all middle school students through the entire school year</p> <p>Example: "All middle school students shall receive 225 minutes per week of physical education instruction throughout the school year."</p>

PEPA6: Addresses time per week of physical education instruction for all high school students. Use N/A if no high schools in district

0	Not mentioned
1	<p>Vague and/or suggested OR requires less than 225 minutes/week of physical education</p> <p>Example: "High schools should provide 225 minutes per week of physical education instruction."</p>
2	<p>Required. Clear that school district requires 225 minutes/week of physical education instruction for all high school students through the entire school year.</p> <p>Example: "All high school students shall receive 225 minutes per week of physical education instruction throughout the school year."</p>

PEPA7: Addresses qualifications for physical education teachers for grades K-12.

0	Not mentioned
1	<p>Vague and/or suggested</p> <p>Example: "Physical education should be taught by a licensed teacher."</p>
2	<p>Required</p> <p>Example: "Physical education for grades K-12 is required to be taught by a certified/licensed teacher who is endorsed to teach physical education."</p>

PEPA8: Addresses providing physical education training for physical education teachers.

0	Not mentioned
1	<p>Vague and/or suggested</p> <p>Example: "All staff involved in physical education should be provided with opportunities for professional development."</p>
2	<p>Required. Clear that all physical education teachers are required to receive annual professional development specific to physical education/physical activity content</p> <p>Example: "The school district shall provide all physical education teachers with annual professional development opportunities that are focused on physical education/physical activity topics and competencies specifically for physical education teachers."</p>

PEPA9: Addresses physical education exemption requirements for all students. An exemption is when students are permitted to not take PE because of

enrollment in other courses such as math, science or vocational training. This does not include exemptions due to disability, religious or medical reasons.	
0	Not mentioned
1	Vague and/or suggested: School district discourages exemptions from PE due to taking other courses or training. Examples: <ul style="list-style-type: none"> • "The school district discourages students from taking driver's education in place of required physical education." • "Unless otherwise exempted, all students will be required to engage in the District's physical education program."
2	Required. Clear that school district prohibits students from being exempt from PE for other courses or vocational training Example: "Schools may not allow students to be exempt for required physical education class time or credit."

PEPA10: Addresses physical education substitution for all students. A substitution is when students are permitted to not take PE because they are engaged in another physical activity such as JORTC or other school sports.	
0	Not mentioned or allows exemptions Example: JROTC may be substituted for the 1/2 credit of PE required to graduate from high school."
1	Vague and/or suggested: School district discourages exemptions from PE due to taking other courses or training Example: "The school district discourages students from substituting other school or community activities for physical education class time or credit in place of required physical education."
2	Required. Clear that school district prohibits students from being exempt from PE for other school or community activities for physical education class time or credit. Example: "There will be no substitutions allowed for the physical education time requirement."

 PEPA11: Addresses family and community engagement in physical activity opportunities at all schools.	
0	Not mentioned
1	Vague and/or suggested Example: "Physical activity opportunities should be provided at the school for families and community members."
2	Required. Example: "All schools are required to develop comprehensive school physical activity programs that address family and community engagement in physical activity, and provide a wide-variety of offerings."

 PEPA12: Addresses before and after school physical activity for all students including clubs, intramural, interscholastic opportunities.	
0	Not mentioned
1	Vague and/or suggested Example: "Students should have the opportunity to be physically active before and after school."
2	Required. Provision of physical activity classes, clubs, or interscholastic activities is required. Examples: <ul style="list-style-type: none"> • "Schools shall provide physical activity opportunities for all students before and after school in all elementary, middle and high schools." • "Physical activity clubs and intramurals shall be available during before and after-school hours."

PEPA13: Addresses recess for all elementary school students.	
0	Not mentioned

1	<p>Either of the following:</p> <ul style="list-style-type: none"> School district suggests that recess be provided for all elementary school students. School district requires recess without including a required amount of minutes each day. <p>Example: "Schools should provide students with opportunities for play when weather permits."</p>
2	<p>Required. Addresses at least 20 minutes of daily recess for all elementary school students</p> <p>Examples:</p> <ul style="list-style-type: none"> "Schools shall provide at least 20 minutes of active daily recess to all elementary school students." All schools are required to schedule 20 minutes of recess daily for every class in the school master schedule."

 <p>PEPA14: Addresses physical activity breaks during school.</p>	
0	Not mentioned
1	<p>Vague and/or suggested: School district suggests physical activity breaks.</p> <p>Example: "Teachers should provide students with physical activity breaks."</p>
2	<p>Required. School district requires that all K-12 school students be provided with daily physical activity breaks during the school day.</p> <p>Examples:</p> <ul style="list-style-type: none"> "Each school shall provide at least one physical activity break for every 60 minutes of academic instruction daily." "Schools must schedule a twenty minute mid-morning break each day to provide all students with physical activity opportunities."

<p>PEPA15: Joint or shared-use agreements for physical activity participation at all schools.</p>	
0	Not mentioned
1	<p>Vague or suggested: District encourages schools to enter into joint-use agreements for community use of school facilities and school use of community facilities for physical activity programming</p> <p>Example: "Schools should develop joint-use agreements in order to provide physical activity opportunities for community members at the school."</p>
2	<p>Required: District requires schools to enter into joint-use agreements for community use of school facilities and school use of community facilities for physical activity programming.</p> <p>Example: "All schools will develop joint-use agreements with community partners in order to provide expanded physical activity opportunities for all students and community members."</p>

<p>PEPA16: District addresses active transport (Safe Routes to School) for all K-12 students who live within walkable/bikeable distance.</p>	
0	Not mentioned
1	<p>Vague and/or suggested</p> <p>Example: "Schools should promote walking and biking to school."</p>
2	<p>Required. Clear that school district requires school to develop an active transport program.</p> <p>Example: "Each school 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)."</p>

<p>WPM1: Encourages staff to model healthy eating and physical activity behaviors.</p>	
0	Not mentioned
1	<p>Either of the following:</p> <ul style="list-style-type: none"> Suggests district or school administrators encourage staff to model healthy eating and physical activity behaviors Encourages modeling healthy eating OR physical activity, but not both <p>Example: "Principals should encourage staff to model healthy eating habits"</p>

2	Requires district or school administrators to encourage staff to model healthy eating AND physical activity behaviors Example: "School staff members shall be encouraged to model healthy eating and physical activity behaviors"
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 WPM2: Addresses strategies to support employee wellness.	
0	Not mentioned
1	<p>Suggests employee wellness activities</p> <p>Example: "The district desires to provide a comprehensive program promoting healthy eating and PA for district students and staff."</p>
2	<p>Specific strategies to support employee wellness are outlined</p> <p>Examples:</p> <ul style="list-style-type: none"> • "Health and wellness classes will be offered to staff." • "Activity programs will be available for staff." • "School physical activity equipment will be available for use by staff before or after school to support employee wellness." • "Free water and healthy snacks will be available in the staff break room." • "Each school is required to develop a comprehensive school physical activity program which allows staff to participate in or lead physical activity opportunities throughout the school day. In addition, an employee wellness program will be implemented in each building to meet the unique wellness needs of school staff."

 WPM3: Addresses using physical activity as a reward.	
0	Not mentioned
1	<p>Suggests that staff is encouraged to use extra physical activity when rewards are used</p> <p>Example: "Teachers may use non-food alternatives as rewards. For example, extra recess may be provided when time allows."</p>
2	<p>Staff is encouraged to use physical activity as a reward</p> <p>Example: "Food rewards are prohibited and teachers are provided with a list of alternative ideas. We strongly recommend staff use physical activity as a reward when feasible."</p>

WPM4: Addresses physical activity not being used as a punishment.	
0	Not mentioned
1	<p>Discourages using physical activity as a punishment.</p> <p>Example: "Teachers are discouraged from assigning physical activity as student punishment."</p>
2	<p>Prohibits using physical activity as a punishment.</p> <p>Examples:</p> <ul style="list-style-type: none"> • "Physical activity may not be assigned to students as a consequence of poor behavior or punishment for any reason. (Example: running laps or jogging around a playground)" • "Students shall not be required to engage in physical activity as punishment. For example, students may not be singled out to run extra laps, or perform other physical activities that the entire class is not engaged in, as a behavioral consequence."

WPM5: Addresses physical activity not being withheld as a punishment.	
0	Not mentioned

1	Discourages withholding PA as a punishment Example: "The administration believes that recess and other opportunities for physical activity are an essential part of the school day. Teachers are encouraged to find alternatives to withholding recess or other physical activities as a punishment."
2	Prohibits withholding PA as a punishment Example: "Recess, PE or other physical activities will not be withheld from students as a punishment for poor behavior or incomplete class work."

WPM5: Addresses physical activity not being withheld as a punishment.

0	Not mentioned
1	Discourages withholding PA as a punishment Example: "The administration believes that recess and other opportunities for physical activity are an essential part of the school day. Teachers are encouraged to find alternatives to withholding recess or other physical activities as a punishment."
2	Prohibits withholding PA as a punishment Example: "Recess, PE or other physical activities will not be withheld from students as a punishment for poor behavior or incomplete class work."

WPM6: Specifies marketing to promote healthy food and beverage choices.

0	Not mentioned
1	Vague or suggested Example: "Marketing strategies, such as taste tests and signage in the cafeteria, should be used to promote healthy food and beverages throughout the school."
2	Required Example: "The healthiest choices, such as salads and fruit, will be prominently displayed in the cafeterias to encourage students to make healthy choices."

WPM7: Restricts marketing on the school campus during the school day to only those foods and beverages that meet Smart Snacks standards.

School marketing includes food and beverage advertising and other marketing, such as the name or depiction of products, brands, logos, trade marks, or spokespersons or characters, on any property or facility owned or leased by the school district or school (such as school buildings and campus, outside and areas adjacent to school buildings, athletic fields, school buses, parking lots, or other facilities) and used at any time for school-related activities. Federal Rule language states that schools may only "permit marketing on the school campus during the school day of those foods and beverages that meet the nutrition standards under 210.11 and promote student health and reduce childhood obesity."

0	Not mentioned
1	Vague or suggested or restricts marketing to district nutrition standards that do not rise to the level of Smart Snacks Examples: <ul style="list-style-type: none"> "Food service providers should be sensitive to the nutrition environment when displaying logos/trademarks on school grounds." "Marketing on the school campus will be limited to those products that are allowed to be sold according to the district's nutrition standards." (district nutrition standards do not meet Smart Snacks)
2	Restricts marketing of foods and beverages on the school campus, during the school day to those items that meet Smart Snacks Examples: <ul style="list-style-type: none"> "School-based marketing shall be consistent with Smart Snacks nutrition standards." "Marketing on the school campus will be limited to those products that are allowed to be sold according to the district's nutrition standards." (district nutrition standards require Smart Snacks)

WPM8: Addresses marketing on signs, scoreboards, sports equipment.

0	Not mentioned
1	Restrictions are vague, suggested or weakened by exceptions such as time, location, or a principal's discretion. Example: "Display and advertising of unhealthful foods is strongly discouraged on school grounds."
2	Prohibits ALL advertising of food and beverages that cannot be sold during the school day/do not meet Smart Snack nutrition standards or specifically prohibits this advertising on signs, banners, scoreboards, etc. or will prohibit at time of renewal of sponsorship agreements Examples: <ul style="list-style-type: none"> • "Busses, building exteriors, score boards, etc. on and around school property shall be free of brands and illustrations of unhealthful foods" • "The advertising of foods and beverages that are not available for sale in district schools will not be advertised on any school property."

WPM9: Addresses marketing on signs, scoreboards, sports equipment.	
0	Not mentioned
1	Restrictions are vague, suggested or weakened by exceptions Example: "A review of the advertising content of all classroom and online materials/websites used for teaching should be made prior to selection of materials. Use of materials depicting food brands or logos is discouraged."
2	Specifically ensures advertising of food and beverages will be considered in the selection of curricular/educational materials. Example: "Criteria for selecting educational materials for the classroom shall be expanded to include review of advertising content. Every effort will be made to select materials free of brand names/logos and illustrations of unhealthy foods."

WPM10: Addresses marketing on exteriors of vending machines, food or beverage cups or containers, food display racks, coolers, trash and recycling containers, etc.	
0	Not mentioned
1	Restrictions are suggested or weakened by exceptions such as time, location, or a principal's discretion Example: "An effort will be made to remove advertising from the cafeteria. Existing vending machines and coolers with logos will be replaced when possible."
2	Prohibits ALL advertising of food and beverages that cannot be sold at school/do not meet Smart Snack nutrition standards or specifically prohibits this advertising on food displays, vending machines, food and beverage containers and coolers. Example: "Advertising of any food or beverage that may not be sold on campus during the school day is prohibited. Advertising of any brand on containers used to serve food or in areas where food is purchased is prohibited."

WPM11: Addresses marketing on advertisements in school publications, on school radio stations, in-school television, computer screen savers and/or school-sponsored Internet sites, or announcements on the public announcement (PA) system.	
0	Not mentioned
1	Restrictions are vague/suggested or weakened by exceptions Example: "Schools will attempt to limit advertising of unhealthy products in school publications. All ads should be approved by the principal before being printed or included on the school website."
2	Prohibits ALL advertising of food and beverages that cannot be sold to students during the school day/ do not meet Smart Snack nutrition standards OR specifically prohibits this advertising in school media. Example: "The district will not expose students to food marketing of any kind. All advertising in school publications and school media outlets must be approved by the principal."

WPM12: Addresses marketing on fundraisers and corporate-sponsored programs that encourage students and their families to sell, purchase, or consume products and/or provide funds to schools in exchange for consumer purchases of those products. This includes activities off campus and	
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outside the school day, and prohibits anything that does not meet Smart Snacks standards. This also prohibits posters or catalogs for non-smart snacks even if picked up after the school day.	
0	Not mentioned
1	Restrictions are vague/suggested or weakened by exceptions such as time, location, or principal's discretion. Example: "It is recommended that schools avoid participation in fundraising or corporate incentive programs that promote a message inconsistent with our goals for a healthy school community."
2	Prohibits ALL advertising of food and beverages that cannot be sold to students during the school day/do not meet Smart Snack nutrition standards OR specifically prohibits school participation in fundraising programs promoting brands or food and beverage companies. Example: "Given concerns about student exposure to marketing, district schools will no longer participate in incentive programs that promote brands or provide children with free or discounted foods or beverages. PTA's will be asked to research new fundraising opportunities to replace programs such as McTeacher's night and Box Tops for Education."

IEC1: Addresses the establishment of an ongoing district wellness committee.	
0	Not mentioned
1	Mentions a wellness committee, but it is unclear whether or not it is active Example: "The wellness committee met in September of 2012 to develop plans for policy implementation at the school level. School specific implementation plans can be found on each school's website."
2	Clearly states that the committee is ongoing and regular meetings occur Examples: <ul style="list-style-type: none"> • "The district wellness committee meets four times a year." • "The wellness committee meets quarterly throughout the school year."

 IEC2: Addresses how all relevant stakeholders (parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrator, and the general public) will participate in the development, implementation, and periodic review and update of the local wellness policy. Federal Rule language states that the policy must include "a description of the manner in which parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public are provided an opportunity to participate in the development, implementation, and periodic review and update of the local school wellness policy."	
0	Not mentioned
1	Recommends that membership is open to the community, or requires less than all listed stakeholders Example: "Students, parents, staff and/or community members are welcome to join the committee."
2	States a plan to actively recruit some or all of the following: Parents, students, PE teachers, school food authority representatives, school health professionals, school board members, administrators, members of the general public. Example: "A letter will be sent to the school community via email, and will be posted in a central area in all school buildings inviting members of the community to join the wellness committee. Parents, students, representatives of the school food authority, PE teachers, school health professionals, the school board, school administrators, and the general public will be included in the development, implementation, review and update of the wellness policy."

 IEC3: Identifies the officials responsible for the implementation and compliance of the local wellness policy. Federal Rule language states that each local educational agency must "designate one or more local educational agency officials or school officials to ensure that each participating school complies with the local school wellness policy."	
0	Not mentioned
1	It is suggested, but not required, that a district level official be responsible for monitoring school-level compliance Examples: <ul style="list-style-type: none"> • "School principals should periodically update the superintendent on school level compliance with the district wellness policy." • "A district and school contact will be designated with the responsibility to ensure that the schools meet this policy."
2	It is clear that a district level official (including the name and/or position of an individual) will be in charge of ensuring compliance at the building level.

	<p>Examples:</p> <ul style="list-style-type: none"> • "The assistant superintendent shall be responsible for ensuring that the wellness policy is implemented throughout district schools." • "The Superintendent or designee shall ensure compliance with established district wide nutrition and physical activity policies. In each school, the building administrator or designee shall ensure compliance."
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 IEC4: Addresses making the wellness policy available to the public. Federal Rule language states that local educational agencies must "inform the public about the content and implementation of the local school wellness policy, and make the policy and any updates to the policy available to the public on an annual basis."	
0	Not mentioned
1	Vague and/or suggested The wellness policy is available upon request. Example: "The district will ensure school and community awareness of this policy by making it available by request."
2	Requires district to post its wellness policy on the website or distribute the wellness policy to the school and community on an annual basis at a minimum Example: "All public schools and public charter schools shall promote their local wellness policy to faculty, staff, parents, and students. A copy shall be posted on each school's website."

 IEC5: Addresses the assessment of district implementation of the local wellness policy at least once every three years. Federal Rule language states that local educational agencies must "at least once every three years, assess schools' compliance with the local school wellness policy, and make assessment results available to the public."	
0	Not mentioned
1	Either of the following: <ul style="list-style-type: none"> • It is suggested that policy implementation will be assessed • Implementation will be assessed, but less than triennially Example: "Representatives from each school should track compliance with the district SWP within their school."
2	Required. A specific plan to assess implementation Example: "The Advisory Council shall conduct a quantitative assessment of policy implementation every three years using the Wellness School Assessment Tool-Implementation (WellsAT-I) or the School Health Index."

 IEC6: Triennial assessment results will be made available to the public and will include: <ol style="list-style-type: none"> 1. The extent to which schools under the jurisdiction of the LEA are in compliance with the local school wellness policy; 2. The extent to which the LEA's local school wellness policy compares to model local school wellness policies; 3. A description of the progress made in attaining the goals of the local school wellness policy. 	
0	Not mentioned
1	Specifies inclusion of some, but not all, triennial progress report elements Example: "A triennial progress report with information about each school's wellness related activities will be shared with the entire school community."
2	Includes a statement making it clear that all three elements listed above will be included in the triennial progress report Example: "The triennial progress report will be posted on the district website. The report will include an assessment on compliance, the extent to which our wellness policy compares to model wellness policies, and progress made in achieving goals."



IEC7: Addresses a plan for updating policy based on results of the triennial assessment. Federal Rule language states that districts must "make appropriate updates or modifications to the local school wellness policy, based on the triennial assessment."

0	Not mentioned
1	Plans for updating policy are implied, but not certain, OR timing is unclear. Example: "The district wellness committee will revise the policy as needed"
2	Revisions /updates are required (or need for updates assessed) at specified intervals Example: "Every two-three years, the wellness committee will review the latest national recommendations pertaining to school health and will update the wellness policy accordingly."

IEC8: Addresses the establishment of an ongoing school building level wellness committee. This may also be called a school health team, school health advisory committee, or similar name.

0	Not mentioned
1	Mentions a school level wellness committee, but it is unclear whether or not it is active Example: <ul style="list-style-type: none"> "The wellness committee met to develop plans for policy implementation at the school level. School specific implementation plans can be found on each school's website."
2	Clearly states that all schools in the district have a committee that is ongoing and regular meetings Example: <ul style="list-style-type: none"> "The school wellness committee at each school in the district meets quarterly."