

HIGHLAND FALLS-FORT MONTGOMERY CENTRAL SCHOOL DISTRICT

WELLNESS POLICY

The Highland Falls-Fort Montgomery Central School District is committed to providing a school environment that promotes and protects children's health, well-being, and ability to learn by supporting healthy eating and physical activity.

The District's Wellness Policy is based on the following beliefs:

- Children need access to healthful foods and opportunities to be physically active in order to grow, learn, and thrive.
- Good health fosters student attendance and education.
- Obesity rates have increased at an alarming rate and physical inactivity and excessive caloric intake are predominant causes of obesity.
- Heart disease, cancer, stroke, and diabetes are leading causes of deaths in the United States. Major risk factors for those diseases, include unhealthy eating habits, physical inactivity, and obesity. These risk factors are often established in childhood.
- Nationally, the items most commonly sold in vending machines, school stores, and snack bars include low-nutrition foods and beverages, such as soda, sport drinks, imitation fruit juices, chips, candy, cookies, and snack cakes.

Therefore, the Highland Falls-Fort Montgomery Central School District (the District) is committed to providing a school environment that promotes and protects the health, safety and well-being of our children by supporting healthy eating and physical activity.

Wellness Policy Goals:

- The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis, such as, but not limited to, recess, intramurals, interscholastic athletics (grades 7-12), and activity clubs.
- Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.
- Foods and beverages sold or served at school will meet the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.

- District staff will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will provide clean, safe, and pleasant settings and time for students to eat.
- To the maximum extent practicable, all District programs will participate in available federal school meal programs.

Strategies for achieving our wellness policy on nutrition and physical activity:

Establish a school wellness committee.

The District will establish and maintain a School Wellness Committee that will have representatives from the cafeteria, physical education, students, health education, nursing, administration, the school community and the school board. The Wellness Committee will monitor, review, and as necessary, recommend revision of school nutrition and physical activity policies. The Wellness Committee will also serve as a resource to school sites for implementing these policies.

School Food Service Program (Breakfast and Lunch)

HACCP-Based Food Safety Program

Schools participating in the National School Breakfast and/or Lunch programs are required to implement a food safety program based on Hazard Analysis and Critical Control Point principles. The District must develop a written food safety program for each of its food preparation and service facilities that is based on either traditional and HACCP principles or the “Process Approach” to the HACCP. (The “Process Approach” simplifies traditional HACCP by grouping foods according to preparation process and applying the same control measures to all menu items within the group, rather than developing an HACCP plan for each item). Regardless of the implementation option that is selected, the District’s written food safety program must also include: critical control points and critical limits; monitoring procedures; corrective actions; verification procedures; record keeping requirements; and periodic review and food safety program revision.

Child Nutrition and WIC Reauthorization Act of 2004, PL 108-265

Child Nutrition Act 1966, 42 United States Code (USC) Section 1771 et seq.

Richard B. Russell National School Lunch Act 1946, 42 United States Code (USC) Section 1751 et seq.

Section 504 of the Rehabilitation Act of 1973, 29 United States Code (USC) Section 794 et seq.

*Individuals with Disabilities Education Act (IDEA), 20 United States Code (USC) Sections 1400-1485
7 Code of Federal Regulations (CFR) Parts 15B, 210 and 220*

Education Law Sections 902(b), 915, 918, 1604(28), 1709(22), 1709(23) and 2503(9) (a)

8 New York Code of Rules and Regulations (NYCRR) Sections 200.2(b) (1) and 200.2 (b) (2)

The District will work to ensure the nutritional quality of foods and beverages sold and served in all District facilities.

School meals will:

- Be appealing and attractive to children
- Be served in clean and pleasant settings
- Meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations
- Offer a variety of fruits and vegetables
- Serve a variety of low-fat (1%) and fat-free milk and nutritionally equivalent non-dairy alternatives (to be defined by USDA)
- Ensure that served grains are whole grain
- The District will make every effort to accommodate for the dietary restrictions of students and staff
- Establish contracts with local farm markets for fresh fruits and vegetables.

The District food service program will share information about nutritional content of meals with staff, students and parents. Such information may be made available on menus, the school website (www.hffmcsd.org) or other point-of-purchase materials.

Breakfast: All children should have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn. The District will:

- To the extent possible, operate the School Breakfast Program and notify parents and students of the availability of the School Breakfast Program.

Free and reduced priced meals: Schools will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-priced school meals.

Meal times and scheduling:

The District will:

- Provide students with time for breakfast and lunch;
- Schedule meal periods at appropriate times
- Not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities;
- Provide students access to hand washing or hand sanitizing before they eat meals or snacks; and

- Take reasonable steps (through the nurses' office) to accommodate the tooth-brushing regimens of students with special oral health needs (e.g. orthodontia or high tooth decay risk).

Qualifications of School Food Service Staff: The District would like qualified nutrition professionals to administer the school meal programs. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for nutrition professionals in schools. Staff development programs may include the cafeteria manager, and cafeteria workers, according to their levels of responsibility.

Sharing of Foods and Beverages: Given concerns about allergies and other restrictions on some children's diets, the District will discourage students from sharing their foods or beverages with one another during meal or snack times.

Monitor foods and beverages sold individually (sold outside of Reimbursable School Meals i.e., vending machines, fundraisers, etc.)

Elementary school

The school food service program will approve and provide all foods and beverage sold in the elementary school. Given young children's limited nutrition skills, food in elementary schools should be sold as balanced meals.

Intermediate–Senior High School

In the Intermediate-Senior High School, all foods and beverages sold individually outside the reimbursable school meal programs during the school day will meet the required nutrition and portion size standards as provided to the School Food Service Staff.

Snacks: Snacks served during the school day or in after-school programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. The district will issue a list of healthful snack items to after-school program personnel and parents.

The Wellness Policy Committee of the District has developed the following suggestions for snacks served/offered in school or at school-sponsored events.

Snacks in single-size servings or in single-serving packages that contain:

- 7 grams or less of fat
- 2 grams or less of saturated fat
- 15 grams or less of sugar
- 360 milligrams or less of salt

Beverages

- Low-fat or nonfat plain or flavored milk
- Juice with 25% or more fruit juice
- Water or flavored water without added sugar, artificial sweeteners or caffeine
- Beverages with 10 milligrams or less of caffeine per serving

The following is a list of suggested healthy snacks for classroom parties, school celebrations, food-related fundraising, and school-sponsored events.

Healthy Snacks

- Baked Chips
- Dried fruit mix
- Fresh fruit
- Fruit wedges in its own juice
- Granola bars – low fat
- *Peanuts, mixed nuts*
- Popcorn – low fat
- Pretzels
- Raisins
- Veggie sticks with low-fat dip

Healthy Hot Foods

- Low-fat hot dogs with whole wheat buns
- Pizza with part skim milk cheese
- Soft pretzels

Healthy Beverages

- Water
- Water – vitamin enhanced
- Water – flavored with fruit juice
- 100% fruit juice
- sparkling fruit juice
- Milk – low-fat or fat-free

Healthy Cold Foods

- Fruits and veggies
- frozen juice bars
- Frozen low-fat yogurt bars
- String cheese – reduced fat
- Yogurt
- Yogurt – drinkable bottles or tubes

(* Allergies to peanuts/nuts are a growing problem. Please confer with your child’s teacher before providing classroom snacks that contain peanut products.)

Rewards and Celebrations

Birthday parties and holiday celebrations at school provide a unique opportunity to help make healthful eating fun and exciting for children. Schools can take advantage of classroom celebrations to serve food that tastes good, is nutritious, and provides students with an opportunity for nutritional education experiences.

- The District staff is encouraged not to use food or beverages as a reward for academic performance or good behavior but may use it as a part of the celebration process which includes events like award recognition ceremonies.
- Teachers are encouraged to use physical activity as a reward whenever possible.
- The District will not withhold food or beverage as a punishment.

Benefits of Healthy Celebrations

- Healthy children learn better
- Promotes positive lifestyle choices
- Promotes a healthy school environment
- Creates excitement about nutrition

Increase Student Opportunities for Physical Activity and Physical Education

Physical Education

- All students will participate in organized physical education on a weekly basis provided by a certified physical education teacher.
- All students in grades K-12 will have opportunities, support and encouragement to be physically active on a regular basis.
- Physical Education will be offered at each grade level as part of a sequential, comprehensive, standards based program designed to provide students with the knowledge and skills necessary to promote and protect health.
- Physical Education is not only part of the health education program but is also integrated, whenever appropriate into classroom instruction in all areas.
- Physical Education includes enjoyable, developmentally appropriate, culturally relevant, participatory activities.

Integrating Physical Activity into the Classroom Setting

For students to receive the nationally-recommended amount of daily physical activity and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activities beyond physical education class.

- Classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television, playing video games and using the internet.
- Opportunities for physical activity, whenever appropriate, will be incorporated into other subject lessons.

- Classroom teachers will, whenever possible, provide short physical activity breaks between lessons or classes, as appropriate.
- Supervised recess will be available for all elementary students on a daily basis; and teachers will, whenever possible, not use physical activity or withhold opportunities for physical activity including physical education class as punishment.

Use of School Facilities Outside of School Hours

School spaces and facilities should be available before, during, and after the school day. These spaces and facilities should be available to community agencies and organizations offering physical activity and nutrition programs. School policies concerning facilities use and safety will apply at all times.

Promote Good Nutrition and Physical Activity

Nutrition Education

The District aims to teach, encourage, and support healthy eating by students. Our staff will provide nutrition education and engage in nutrition promotion that:

- Will be integrated as part of a sequential, comprehensive standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health. The District is enrolled in the Team Nutrition School program of the USDA. This is an educational program geared towards increasing the knowledge base of teachers, students and the community.
- Is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects.
- Includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, promotions, farm visits and school gardens.
- Promotes fruits, vegetables, whole grain products, low fat and fat free dairy products, healthy food preparation methods and health/enhancing nutrition practices.
- Emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise).
- Links with school meal programs, other school foods and nutrition-related community service.
- Includes training for teachers and other staff.

Communicate with Parents

The District will support parents' efforts to provide a healthy diet and daily physical activity for their children. The school will send home nutrition information, post nutrition tips on the school website and provide nutrient analysis of school menus. Parents are encouraged to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the above nutrition standards for individual foods and beverages. The District will provide parents a list of foods that meet the District's snack standards and ideas for healthy celebrations, parties, and rewards.

Promote Staff Wellness

The District highly values the health and well being of every staff member and will plan and implement activities and policies that support personal efforts by staff to maintain a healthy lifestyle. The District will establish and maintain a staff health and wellness committee which will act as a subcommittee of the District-wide Wellness Committee. The committee should develop, promote, and oversee a multifaceted plan to promote staff health and wellness. The plan should be based on input solicited from school staff and should outline ways to encourage healthy eating, physical activity and other elements of a healthy lifestyle among school staff. The staff health and wellness committee should distribute its plan to the District-wide Wellness Committee.

Regularly Review and Monitor Wellness Policy

The District shall establish an implementation and evaluation plan for the Wellness Policy in order to monitor the effectiveness of the policy and the possible need for further modification over time. The Superintendent shall designate one or more staff members within the district or at each school as appropriate to have operational responsibility for ensuring that the district meets the goals and mandates of its local Wellness Policy. Designated staff members may include, but are not limited to the following personnel:

1. Administrators
 2. School Health Personnel including the school nurse and the health and/or physical education teacher.
 3. School Food Service Director
- Assessments of the District's Wellness Policy and implementation efforts may be repeated on an annual basis, but it is recommended that such assessment occur no later than every three years, to help review policy compliance, assess progress, and determine areas in need of improvement. The District will, as necessary,

revise the Wellness Policy and develop work plans to facilitate its implementation.

SUBJECT: ALCOHOL, DRUGS AND OTHER SUBSTANCES (SCHOOL PERSONNEL)

The Board of Education, recognizing that students are often influenced by teachers and other members of a school's staff, impresses upon staff members the importance of maintaining a high level of professionalism appropriate to their position, which, in turn, shall set a positive example for students.

The Board, therefore, prohibits the consumption, sharing and/or selling, use and/or possession of illegal drugs, counterfeit and designer drugs or alcoholic beverages in the workplace, or when the effects of such drugs may impair an employee's job performance. The inappropriate use of prescription and over-the-counter drugs shall also be prohibited.

Information about any drug and alcohol counseling and/or rehabilitation programs shall be made available to employees. Data will also include the range of penalties, (consistent with local, state and federal law), up to and including termination of employment and referral for prosecution that will be imposed on employees who have transgressed the terms of this policy.

Additionally, confidentiality shall be insured as required by state and federal law.

The Superintendent shall periodically review the drug and alcohol abuse prevention program to determine its effectiveness and support appropriate modifications, as needed.

Education Law Sections 913, 1711(5)(e), and 3020-a
Civil Service Law Section 75
Drug-Free Schools and Communities Act
Amendment of 1989
(Public Law 101-226)
20 United States Code (U.S.C.) Section 3171 et seq.

SUBJECT: DRUG-FREE WORKPLACE

It shall be the general policy of the Board of Education to affirm that all programs in the District that receive Federal funds shall guarantee that their workplaces are free of controlled substances. "Controlled substance" means a controlled substance in schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined in regulation at 21 Code of Federal Regulations (CFR) 1308.11-1308.15. An acknowledgment form shall be signed by the Superintendent indicating that the District is in full compliance with the Drug-Free Workplace Act. This policy shall guarantee that not only Federally funded programs, but the entire District is free of controlled substances.

The Board of Education directs the administration to develop regulations to comply with this

policy, and further supports such actions and activities of the administration as shall be required to maintain a drug-free workplace.

In addition to complying with Federal legislation regarding the use of drugs, the Board of Education prohibits any employee acting within the scope of his/her employment from being under the influence, using or having in his or her possession or distributing in any way alcohol on school property or at school sponsored activities off school property.

*Drug-Free Workplace Act
20 United States Code (U.S.C.) Section 3171*

SUBJECT: SMOKING/TOBACCO USE

School Grounds

Tobacco use shall not be permitted and no person shall use tobacco on school grounds at any time. For purposes of this policy, “school grounds” means any building, structure, and surrounding outdoor grounds contained within the District’s preschool, nursery school, elementary or secondary school’s legally defined property boundaries as registered in the County Clerk’s Office; as well as any vehicles used to transport children or school personnel.

For purposes of this policy, tobacco is defined to include any lighted or unlighted cigarette, cigar, cigarillo, pipe, bidi, clove cigarette, and any other smoking product, and spit tobacco (smokeless, dip, chew and/or snuff) in any form.

Off-School Grounds

Tobacco use is prohibited by students at any school-sponsored event or activity off school grounds.

Posting/Notification of Policy

In compliance with the New York State Clean Indoor Air Act, the District will prominently post its Smoking/Tobacco Use policy and signs prohibiting **all** forms of tobacco products in District buildings and other appropriate locations; and will supply a copy upon request to any current or prospective employee. The District will also designate a school official to tell individuals who smoke in a non-smoking area that they are in violation of Article 13-E of the New York State Public Health Law, the Federal Pro-Children Act of 1994, and District policy.

The District shall also ensure that this policy is communicated to staff, students, parents/guardians, volunteers, and visitors as deemed appropriate in order to orient all personnel to the District’s “No Smoking” Policy and environment.

Prohibition of Tobacco Promotional Items/Tobacco Advertising

Tobacco promotional items (e.g., brand names, logos and other identifiers) are prohibited:

- a) On school grounds;
- b) In school vehicles;
- c) At school-sponsored events;

- d) In school publications;
- e) On clothing, shoes, accessories, gear, and school supplies in accordance with the District Code of Conduct and applicable collective bargaining agreements.

*This prohibition of tobacco promotional items shall be implemented in accordance with the Code of Conduct and applicable collective bargaining agreements.
In addition, tobacco advertising is also prohibited in all school-sponsored publications and at all school sponsored events.

*Safe and Drug-Free Schools and Communities Act
20 United States Code (U.S.C.) Section 7101 et seq.
Pro-Children Act of 2001
20 United States Code (U.S.C.) Sections 7181-7184
Public Health Law Article 13-E
Education Law Sections 409 and 3020-a*

*NOTE: Refer also to Policies #3280 -- Community Use of School Facilities
#3410 -- Code of Conduct on School Property
#7310 -- School Conduct and Discipline
#7230 -- Alcohol, Drugs, and Other Substances (Students)
#8211 -- Prevention Instruction
District Code of Conduct on School Property*