

**Sebeka Public School
WELLNESS POLICY**

I. PURPOSE

Sebeka Public School (hereby referred to as the School District) is committed to the optimal health and development of every student. The School District believes that for students to have the opportunity to achieve personal, academic, developmental and social success, a positive, safe and health-promoting learning environment at all levels, in every setting, throughout the school year needs to be created. The purpose of this policy is to assure a school environment that promotes and protects students' wellness, prevent and reduce childhood obesity, and assure that school meals and other food and beverages sold and otherwise made available on the school grounds during the school day are consistent with applicable minimum local, state, and federal standards.

II. GENERAL STATEMENT OF POLICY

This policy applies to all students, faculty, and staff in the District. The District will coordinate the Wellness Policy with other aspects of school management, including the District's School Improvement Plan, when appropriate.

This policy outlines the District's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this policy establishes goals and procedures to ensure that:

- Students in the District have access to healthy foods throughout the school day, both through reimbursable school meals and other foods available throughout the school campus, according to 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 before, during, and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school
- The community is engaged in supporting the work of the District in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- The District establishes and maintains an infrastructure for management, oversight,

implementation, communication about and monitoring of the policy and its established goals and objectives

III. SCHOOL WELLNESS COMMITTEE

The School will convene a District Wellness Committee to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of the district-level wellness policy. Wellness Committee membership will represent all school levels, to the extent possible, but not limited to: School administration, elementary/high school staff, students, parents/caregivers, food service staff, physical education teachers, health education teachers, school health professionals, students, community members including parents, family members, Nutrition Assistance Program Education coordinators, Public Health and healthcare providers to participate in the development, implementation, and periodic review and update the wellness policy.

- The Wellness Committee will meet a minimum of three to four times each year for the purpose of establishing goals, discussing the development, implementation, periodic review, update of the wellness policy and planning activities related to the wellness policy. Meeting dates and times will be posted on the school district’s website and will be open to the public.

Leadership

- Wellness Coordinator
 - The School Nursing staff are designated by the Superintendent as Wellness Coordinator to oversee the school district’s wellness-related activities and ensure compliance with the policy by leading the review, update, and evaluation of the Wellness Policy.
- Wellness Committee Members

Name	Committee Role	Title/ Position	Email Address
Nicole Ervasti	Wellness Leader	School LPN	nervasti@g.sebeka.k12.mn.us
Becca Grieger	Wellness Leader	Public Health Nurse	bgrieger@g.sebeka.k12.mn.us
Amie Westberg	Principal	PreK-12 Principal	awestberg@g.sebeka.k12.mn.us
Rachel Kern	Committee member	School Counselor	rkern@g.sebeka.k12.mn.us

Christine Burlingame	Committee member	Food Service Supervisor	cburlingame@g.sebeka.k12.mn.us
Sherri Kaufman	Committee member	SLP Assistant	skaufman@g.sebeka.k12.mn.us
Norma Dissmore	Committee member	High School Teacher	ndissmore@g.sebeka.k12.mn.us
Jeff Lake	Committee member	High School PE	jlake@g.sebeka.k12.mn.us
Tanner Burgau	Committee member	Elementary PE	tburgau@g.sebeka.k12.mn.us
Amelia Johnson	Committee member	High School Student	28ajohnson@g.sebeka.k12.mn.us
Marilyn Hofland	Committee member	University of MN - Extension	hoflaool@mn.edu
Carrie Gjovik	Committee member	Wadena County Health Dept. -Community Health Specialist	carrie.gjovik@wcmn.us
Mim Dozier	Committee member	Parent	Mhdozier1@gmail.com

IV. IMPLEMENTATION AND MONITORING

- **Implementation & Publication**

- The wellness policy will be implemented throughout the School District after approval by the school board.
- The Wellness Policy will be available to the public by being posted on the Health Service Website.

- **Annual Reporting**

- The Wellness Coordinator will annually inform the public regarding content and implementation of the Wellness Policy and make the policy and updates to the policy available to the public through the school website and Board of Education meetings.

- A summary of the Wellness Policy will be published each fall in the School Newsletter.
- A copy of the Wellness Policy will be distributed to all faculty/staff annually each fall.
- **Revision & Updates - Triennial Assessment**
 - The Wellness Policy will be reviewed and revised every three years to evaluate compliance with the wellness policy, assess the implementation of the policy and create a report that includes the following:
 - The extent of compliance with the wellness policy
 - The extent to which the school district's wellness policy compares to model local wellness policies, as established by the U.S. Department of Agriculture.
 - A description of the progress made in attaining the goals of the wellness policy.
 - The Wellness Coordinator will be responsible for conducting the triennial assessment with assistance of Wellness Committee members.
 - School Nutrition services will use the Smarter Lunchroom Self-Assessment Scorecard to determine ways to improve the school meals environment.
 - The Triennial Assessment Report will be posted on the District's Health Services website or otherwise made available to the public as requested.
 - The School District's Food Service Program Director will review nutrition guidelines and procedures for selection of all foods prepared and made available at school on an annual basis.
- **Recordkeeping**
 - The school district will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:
 - The school district's written Wellness Policy.
 - Documentation demonstrating compliance with the community involvement requirement, including requirements to make the local school wellness policy and triennial assessments available to the public.
 - Documentation of the triennial assessment of the school wellness policy efforts to review and update the wellness policy, including who is involved in the update and methods used to make stakeholders aware of their ability to participate on the Wellness Committee.

V. NUTRITION GOALS

The school district shall designate the Food Service Supervisor to be responsible for the school district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA nutrition standards and Smart Snack Standards for Americans.

- **School Meals**

The School District will participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP) and any additional Federal child nutrition programs in which the District participates. The District is committed to offering school meals that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in a clean and pleasant setting;
- Meet or exceed USDA nutrition standards;
- Promote healthy food and beverage choices using at least ten of the following marketing and merchandising techniques;
 - Whole fruit options are displayed in attractive bowls or baskets
 - Sliced or cut fruit is available daily
 - Daily fruit options are displayed in a location in the line of sight and reach of the students
 - Available vegetable options have been given creative or descriptive names
 - Daily vegetable options are bundled into grab-and-go meals available to students
 - All staff members, especially those serving, have been trained to encourage and politely prompt students to select and consume the daily vegetable options with their meals
 - White milk is placed in front of other beverages in all coolers
 - Alternative entre' options (e.g. salad bar, yogurt parfaits, etc.) are available in service and dining areas
 - Student surveys and taste testing opportunities are used to inform menu development and promotional ideas
 - Student artwork and posters are displayed in the Food Service area
 - Daily menus are posted on the District website and in daily announcements to promote and market menu options
 - The School District will accommodate students with special dietary needs
 - The school district will make every effort to arrange bus schedules and utilize methods to serve school breakfast to ensure student access to foods and encourage participation.
 - 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

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- Scheduled meal periods:

- Breakfast will be served from 7:50 - 8:15 a.m.
- Lunch will be served between 10:55 a.m. - 12:30 p.m.
- Students are served meals at a reasonable and appropriate time of day
- Food service personnel will try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning.
- The school district 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-price school meals.
- The school district will provide students access to handwashing or hand sanitizing before they eat meals or snacks.
- Students will be permitted to eat during tutoring, club, or organizational meetings that are held during mealtimes.
- Meal times for elementary students will be scheduled, to the extent possible, to follow recess periods to increase student nutrient intake and reduce food waste.
- Students will be discouraged from leaving campus for lunch.
- Sharing food and/or beverages with one another during meals or snack times will be discouraged, considering health concerns, possible food allergies or other dietary needs.
- The School District will utilize the Farm to School program to provide produce from area farms when practical, to be served where food and beverages are sold/served by the school Food Service Program

- **Water**

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day. In addition to water fountains throughout the building, the School District will make drinking water and water cups available where school meals are served during mealtimes. Students will be allowed to bring and carry water bottles filled only with water with them throughout the day.

- **Competitive Foods & Beverages**

The District is committed to ensuring that all foods and beverages available to students during the school day support healthy eating. Foods and beverages sold and served outside of the school meals, considered “competitive foods,” include items sold a la carte in the cafeteria, from vending machines, school stores and for in-school fundraisers.

- All competitive foods shall meet the standards established in USDA’s Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. 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.
- The Food Service Director will ensure that vending machines are in compliance with USDA Smart Snack standards during each school year.

- **Food Service Staff Qualifications, Professional Development & General Guidelines**

- Qualified food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students.
- As part of the school district's responsibility to operate a food service program, the school district will provide continuing professional development for all food service personnel in school.
- The Food Service Program will aim to be financially self-supporting. However, the program is an essential educational support activity. Budget neutrality or profit generation will not take precedence over the nutritional needs of the students. The Food Service Program will ensure that all students have affordable access to the varied and nutritious foods they need.
- State and local food safety and sanitation regulations will be followed for all foods prepared and made available at school. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines are implemented to prevent food-borne illnesses in schools.
- For the safety and security of the food and facility, access to the Food Service Program operations are limited to only Food Service Staff and authorized personnel, as per USDA regulations.

- **Nutrition Promotion**

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout the school, in classrooms, and in the cafeteria. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students, and the community.

- The District will promote healthy food and beverage choices for all students and encourage participation in the school meal program. This promotion will occur through:
 - Implementing evidence-based healthy food promotion techniques through the school meal programs using marketing and merchandising techniques; and
 - Ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snack in School nutrition standards.
 - Encouraging all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the

reimbursable school meal programs, such as through a la carte/snack lines, vending machines, fundraising events, concession stands, and student stores.

- **Nutrition Education**

The District will teach, model, encourage, and support healthy eating by all students. District staff will be encouraged to help to model healthy eating and physical activity as a valuable part of daily life. The District will provide nutrition education that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- Includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure
- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, and other school food and nutrition-related community services;
- Teaches media literacy with an emphasis on food and beverage marketing; and
- Includes nutrition education training for teachers and other staff.

- **Celebrations and Rewards**

- All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards including:
 - Celebrations and parties: Non-food celebrations will be promoted. The celebration should take place during the school day at a time that does not interfere with school meals. The school district will provide a list of healthy party ideas to teachers and families, including non-food ideas. Healthy food choices and non-food celebration ideas will also be posted on the Health Service website.
 - Classroom snacks brought by parents: Any food brought in for classroom consumption must be prepared in a commercial kitchen. The District will provide parents a list of foods and beverages that meet Smart Snacks nutrition standards.
 - Rewards and incentives: Foods or beverages will not be used as rewards for academic performance, behavior modification, or punishment for behavior

change, unless this practice is addressed in a student's Individual Education Plan or Behavior Intervention Plan. The District will provide teachers and other relevant school staff a list of alternative ways to reward children.

- Field Trips: When a field trip is planned to occur during the school day including the scheduled lunch period, the classroom teacher will, to the extent possible, collaborate with Food and Nutrition Services to provide a meal for students unable to provide a lunch from home, also considering those students receiving free/reduced priced meals.

- **Fundraising**

- Fundraisers: Foods and beverages sold through fundraisers at school during the school day will meet or exceed the USDA Smart Snacks in Schools nutrition. All fundraising activities will be pre-approved by the Fundraising Committee, following the set procedures and guidelines. standards. The District will make available to parents and teachers a list of healthy fundraising ideas.
- Any direct sale items must be sold before or after school hours. No direct sales may be done during school hours. If this occurs, administration may take the items.
- School sponsored events: Items sold at concessions during school-sponsored events will include options that follow Smart Snack nutrition standards.

- **Food and Beverage Marketing**

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote students' health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold at school, consistent with the Wellness Policy. Any food and beverages marketed or promoted to students at school during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards.

- Food and beverage marketing, including oral, written or graphic states made for promoting the sale of a food or beverage product made by the producer, manufacturer, seller or other entity with a commercial interest in the product will not be allowed. The may include, but is not limited to:
 - Brand names, trademarks, logos, except when placed on a physically present food or beverage product or its container
 - Displays, such as on vending machine exteriors
 - Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboard or backboards
 - Corporate brand, logo, name or tradement on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service service

- equipment; as well as on posters, book covers, student assignment books, or school supplies displayed, distributed, offered or sold by the District
 - Advertisements in school publications or school mailings
 - Free product samples, taste tests or coupons of a product or free sample displaying advertising of a product.
- Decisions made as the District reviews existing contracts and considers new contracts, equipment and product purchasing will reflect the applicable marketing guidelines established by the District Wellness Policy.
- **Communication with Parents**
 - The school district recognizes that parents and guardians have a primary role in promoting their children’s health and well-being. The school district will support parents’ efforts to provide a healthy diet and daily physical activity for their children. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.
 - The school district will provide information about nutrition and other school-based nutrition educational opportunities through:
 - Fall School Newsletter
 - Community Education Bulletins
 - School website
 - School Health Services website
 - Sebeka School News column in the local newspaper
 - Information regarding the nutritional content of meals will be shared and publicized with parents/families on the Food Service school website.

VI. PHYSICAL EDUCATION & PHYSICAL ACTIVITY GOALS

- **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. The curriculum will support the essential components of
 - physical education.
 - All students will be provided equal opportunity and be expected to participate in physical education classes. The District will provide appropriate accommodations to allow for equitable participation for all students and will adapt physical education

classes and equipment as necessary to meet individual student needs.

- All physical education classes will be taught by licensed teachers certified to teach physical education classes. Physical education classes will have student/teacher ratios comparable to other classes. The physical education program will be provided adequate space and equipment and conform to all applicable safety standards. The District physical education program will promote student physical fitness through individualized fitness and activity assessments and will use criterion-based reporting for each student.
 - The physical education classes will be held in the environment where students learn, practice and are assessed on developmentally appropriate motor and social skills. Students will spend at least 50 % of physical education class time participating in moderate to vigorous physical activity.
 - Staff members will not deny participation in physical education, recess or other physical activity opportunities as a form of discipline or punishment unless the safety of students is in question.
 - Student involvement in other activities involving physical activity (i.e. interscholastic or intramural sports) will not be substituted for meeting the physical education requirement.
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- **Elementary**
 - All students in grades K-6, including students with disabilities and special health-care needs will receive regular physical education for 125 minutes/week.
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- **High School**
 - All students in grades 7th - 10th will be scheduled for physical education instruction in accordance with state law, according to the School District Physical Education Curriculum.
 - Students in 7th and 8th grades will receive physical education for a minimum of one semester/school year. Students in 9th and 10th grades will be required to attend a minimum of 1 semester of physical education.
 - All students in grades 11th - 12th will be offered Physical Education classes as elective classes to promote increased physical activity.
 - The 7-12th grade Physical Education curriculum will be coordinated with the Health Education curriculum.
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- **Recess**
 - All elementary school students will have at least 20 minutes a day of supervised recess, during which the school will encourage moderate to vigorous physical activity verbally, through Active Recess guidelines and through the provision of

space and equipment.

- Outdoor recess will be offered when weather is feasible for outdoor play and according to the District's weather-related school policy.
- In the event of indoor recess, recess supervisors will follow indoor recess guidelines that promote physical activity for students to the extent practicable.
- When possible, recess will be scheduled before lunch, with appropriate hand-washing facilities and/or hand-sanitizing equipment located near the cafeteria to ensure proper hygiene prior to eating. Students will be required to utilize handwashing before eating. Handwashing time, as well as time to put away coats/hats/gloves will be built into the recess transition period before students enter the cafeteria.
- Recess will not be a substitute for Physical Education classes. Recess supervisors will encourage students to be active, and will serve as role models by being physically active with students whenever feasible.

- **Active Academics**

The District recognizes that students are more attentive and ready to learn when provided with periodic breaks when they can stretch or be physically active. Students will be offered periodic opportunities for physical activity throughout the day on all or most days during a typical school week.

- Teachers will provide short, 3-5 minute physical activity breaks incorporating physical movement during and/or between classroom time when possible at least three days/week.
- Physical activity breaks will not be a substitute for Physical Education class, recess, and class transition periods.
- The District will support classroom teachers incorporating physical activity and employing kinesthetic learning approaches by providing annual professional development opportunities and resources as requested to increase knowledge and skills about promoting healthy behaviors in the classroom and at school. Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district academic improvement plans/efforts.
- Teachers will serve as role models by being physically active alongside the students whenever possible.

- **Before and After School Activities**

The District offers opportunities for students to participate in physical activity before and/or after the school day through a variety of methods. The school will offer a variety of activities, to the extent possible, that meet the needs, interests, and abilities of students, including boys, girls, students with disabilities, and students with special health-care needs.

- All students will be encouraged to participate in extracurricular physical activity programs and interscholastic sports programs. After-school programs will encourage and provide, to the extent possible - verbally and through the provision of space, equipment and activities – periods of moderate to vigorous physical activity for participants.
- The School District will promote the use of the school facilities outside of school hours for physical activity programs offered by community-based organizations.
- The school district will offer one family-focused event supporting health promotion through Community Education each year.

VII. OTHER ACTIVITIES THAT PROMOTE STUDENT WELLNESS

- The District recognizes the importance of integrating wellness activities across the entire school setting. 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 toward the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes. 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 support the Wellness Policy. All school-sponsored events will adhere to the Wellness Policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.
- The District will promote to parents/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 through electronic methods (emails, school website and Facebook, etc.) as well as non-electronic methods (newsletters, brochures, 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.
- **Community Partnerships**

The District will enhance relationships with current programming which may have a positive effect on the health and well-being of the school and community.

- The District recognizes the importance of a safe and healthy school environment to promote and protect students' health, well-being, and ability to learn. To do this, a Health & Safety Committee is available to address concerns regarding health and safety issues. This committee consists of school administration, faculty and staff. Safety issues may include, for example, indoor air quality and/or hazards that may result in an unintentional injury. This committee, facilitated by the Superintendent will meet three times during the school year.

- The District has established a Crisis Management Team that meets regularly to develop and maintain a Crisis Management Plan. The purpose of the Crisis Management Plan is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations. The procedures will provide guidance, structure and a process to coordinate protective actions prior to, during and after any type of emergency or potential crisis.
- The District highly values the health and well being of every staff member and will plan and implement activities that support personal efforts by staff to maintain a healthy lifestyle. An Employee Wellness Committee will plan and implement activities during the school year for health promotion. The district will encourage all staff members to participate in health promotion activities to promote staff health and wellness.
- The School District recognizes that support services have an essential role and positive affect in promoting student health and well being resulting in optimal learning. Support services will include:
 - a. Social/Emotional support through the School Counselor
 - b. Health/Physical support through the School Nursing staff

VII. Legal References: Minn. Stat. § 121A.215 (Local School District Wellness Pollicy)
 42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
 42 U.S.C. § 1758b (Local School Wellness Policy)
 42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)
 7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
 7 U.S.C. § 210.10 (School Lunch Program Regulations)
 7 U.S.C. § 220.8 (School Breakfast Program Regulations)

Local Resources: Minnesota Department of Education, www.education.state.mn.us
 Minnesota Department of Health, www.health.state.mn.us
 County Health Departments
 Action for Healthy Kids Minnesota, www.actionforhealthykids.org
 United States Department of Agriculture, www.fns.usda.gov
 Alliance for a Healthier Generation, <https://www.healthiergeneration.org/>