

Southern Arizona Community Academy
 Health and Wellness Policy
 Revised September 2010

Health and Wellness Policy Committee 2009/2010	Health and Wellness Advisory Team 2010/2011
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Key for color coded selections:

- Objectives printed in this color with a checked box indicate the objective has been implemented or is currently in progress.
- Goal: Objectives printed in this color with an unchecked box indicate the objective has not been implemented but is in the planning stage and will be implemented as is possible.

SACA Wellness Policy

Revised September 2010

Purpose and Goals

All students shall possess the knowledge and skills necessary to make nutritious and enjoyable food choices for a lifetime. In addition, all school staff are encouraged to model healthy eating behavior as a valuable part of daily life. School leaders shall prepare, adopt, and implement a comprehensive plan to encourage healthy eating that includes:

- A food service program that employs well-prepared staff who efficiently serve appealing choices of nutritious foods;
- Pleasant eating areas for students and staff with adequate time for unhurried eating;
- An overall school environment that encourages students to make healthy food choices;

The school nutrition program shall make effective use of school and community resources and equitably serve the needs and interests of all students and staff, taking into consideration differences in cultural norms.

I. The Food Service Operation

Supervision and evaluation: Abelardo Cubillas, Annie Carpenter, Adan Delgado

Program review tri-annually conducted every August, January, and June

Last conducted: August 2010

A. Financial Management

1. It is acknowledged that the feeding of children is primarily a family responsibility. To supplement their efforts, every school shall operate a food service program to ensure that all students have affordable access to the varied and nutritious foods they need to stay healthy and learn well.
2. **The food service program shall aim to be financially self-supporting.** However, the program is essential educational and support activity and budget neutrality or profit generation must not take precedence over the nutritional needs of the students. If subsidy of the food service fund is needed, it should not be from the sale of foods that have minimal nutritional value and/or compete nutritionally with program meals.

No foods of minimal nutritional value are sold on our campus to allow program to continue self-supporting

B. Program Requirements

1. **During each school day the food service program shall offer breakfast and lunch under the nutritional guidelines of the USDA's National School Lunch and Breakfast Program.** Additionally, the food service program shall offer snacks based on the nutrient guidelines in the USDA's After School At-Risk Snack Program to those students in after-school education or enrichment programs. Schools are strongly encouraged to implement breakfast in the classroom at appropriate sites. Each school shall encourage all students to participate in these meal opportunities. In particular, the school shall make efforts to ensure that families are aware of need-based programs for free or

reduced-price meals and those eligible families are encouraged to apply. The program shall maintain the confidentiality of students and families applying for or receiving free or reduced-price meals.

- Currently operating USDA National School Lunch Program or an alternate meal program to ensure students are provided nutritious food.**
- Ensures all enrolled children receive a USDA parent letter & income application to receive program benefits.**
- Utilizes DES System to directly certify eligible children for the meal program if applicable.**

2. **The school food service program shall operate in accordance with the National School Lunch Act and the Child Nutrition Act of 1996 as amended and applicable laws and regulations of the state of Arizona.** Schools shall offer varied and nutritious food choices that are consistent with the federal government's *Dietary Guidelines for Americans*. For the purpose of this policy, "*Dietary Guidelines for Americans*" refers to the current set of recommendations of the federal government that are designed to help people choose diets that will meet nutrient requirements, promote health, support active lives, and reduce chronic disease risks. Menus should be planned with input from students, family members, and other school personnel and should take into account students' cultural norms and preferences. Food pricing strategies shall be designed to encourage students to purchase nutritious items. Procedures shall be in place for providing to families, on request, information about the ingredients and nutritional value of the foods served.

- Menus meet nutrient guidelines set forth by the Dietary Guidelines for Americans.**
- Current menus have input from students, parents and staff by means of either a student/parent advisory councils or by any other means most applicable to the school.**

C. Staffing

1. Each district/school shall employ a food service director, who is properly qualified, certified and/or credentialed according to current professional standards, to administer the school food service program and satisfy reporting requirements. The American School Food Service Association has established certification and credentialing standards available at <http://www.asfsa.org/continuinged/>. The American Dietetic Association (ADA) has established certification and credentialing standards available at www.eatright.org. Schools should utilize ASFSA and ADA recommendations for food service staffing and qualifications to appropriately staff their food service departments.
 - Current Food Service Director has proper certification on file and/or is qualified or credentialed to meet current professional standards.**
2. Food service directors are strongly encouraged to implement the Arizona Department of Education training program, or equivalent, for all food service personnel. *The Arizona*

Department of Education Child Nutrition Programs is defined as a training initiative for Food Services Directors so that they possess the necessary skills and resources to effectively train food service personnel.

Current Food Service Director has implemented either the Arizona Department of Education training or equivalent program for their food service personnel.

3. Dining room supervisory staff (teachers, aids, janitorial staff, etc.) shall receive appropriate training in how to maintain safe, orderly, and pleasant eating environments.

All dining room supervisory staff have received adequate training and understand how to maintain a safe, orderly and pleasant eating environment.

4. Food service directors and staff are encouraged to inform and collaborate with classroom teachers about the school nutrition-food service environment and nutrition education.

Food service directors and all staff make efforts to collaborate on the nutrition food service environment and nutrition education.

D. Adequate Eating Space and Time and Appropriate Use of Food

1. **Students and staff shall have adequate space to eat meals in pleasant surroundings and shall have adequate time to eat, relax, and socialize.** Safe drinking water and convenient access to facilities for hand washing and oral hygiene must be available during all meal periods.

Current eating environment allows for adequate space and provides sufficient amount of time to eat the meal (at least 10 minutes after sitting down for breakfast and 20 minutes after sitting down for lunch).

Drinking fountains and bathroom facilities are in close proximity to eating location.

2. **Rewards and incentives for academic performance should be given careful consideration as to the messages they send to students receiving them.** If food is included in recognition of academic performance, it should be used in the general celebration of the achievement not as the reward.

3. **Food shall not be withheld from students as punishment.**

Staff members have been informed to comply with this policy.

E. Food Safety

1. Schools should encourage classes to order foods for classroom parties from the school's food service program or sources providing food in compliance with the Arizona Food Code 2000 to ensure compliance with food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines must be implemented to prevent food illness in schools.
2. All food service equipment and facilities must meet applicable local and state standards concerning health; safe food preparation; handling, and storage; drinking water; sanitation; and workplace safety.
3. All food service personnel shall have adequate pre-service training.

Communication of available food services has been made to school staff and personnel. Procedures are in place to allow classes to order food for school activities from the school food service if desired.

HACCP plans and guidelines are in place.

Compliance with county health inspections, health certificates on file. All personnel that serve or handle food have current food handler's card in compliance with the Arizona Department of Health Services.

II. Nutrition Education

Supervision and evaluation: Terrie Cubillas, Pratyay Lincon Rath, José Rodriguez
Program is in development
On-going evaluation and revision

A. Instructional Program Design – **Timeline: Nutrition Education to be developed and implemented during 2010-2012 school years**

1. Nutrition education topics shall be integrated within the sequential, comprehensive health education program taught at every grade level, ninth through twelfth. The nutrition education program shall focus on students' eating behaviors and be based on theories and methods proven effective by published research, and be consistent with the state's/district's health education standards/guidelines/framework. Nutrition education shall be designed to help students learn:

- a. Nutritional knowledge, including but not limited to the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements and safe food preparations, handling and storage;
- b. Nutrition-related skills, including but not limited to planning a healthy meal, understanding and using food labels, and critically evaluating nutrition information, misinformation, and commercial food advertising; and
- c. How to assess one's personal eating habits, set goals for improvement, and achieve those goals.

Introduction to Nutrition as school wide topic will be made by guest speaker:

Lisa Mac Donald,
Nutritionist & Pima
Community College
Instructor

Date: October 5, 2010

2. Nutrition education instructional activities shall stress the appealing aspects of healthy eating and be participatory, developmentally appropriate, and enjoyable. The program shall engage families as partners in their children's education.

Goal: Curriculum will be developed by teachers in their content areas in order to incorporate nutrition education into their study guides.

Goal: The chosen approved curriculum addresses the topics listed a-c above as appropriate for content areas.

3. Nutrition education topics will be aligned with the Arizona State Standards.

Goal: Arizona State Standards relevant to any nutrition lesson will be identified at the beginning of the lesson, as well as on the signature sheet of the course.

B. Staff Qualifications

1. Staff responsible for nutrition education shall be adequately prepared.

Teachers and any staff member involved in teaching nutrition topics receive adequate resources to instruct their students on the most up to date nutrition information and facts.

C. Educational Reinforcement

1. School instructional staff shall collaborate with agencies and groups conducting nutrition education in the community to send consistent messages to students and their families. Guest speakers invited to address students shall receive appropriate orientation to the relevant policies of the school/district.
2. School staff are encouraged to cooperate with other agencies and community groups to provide opportunities for student volunteer work related to nutrition, such as assisting with food recovery efforts and preparing nutritious meals for house-bound people

Goal: School instructional staff will make attempts to contact agencies and groups that conduct nutrition education (examples include Dairy Council, Cooperative Extensions of USDA, etc) to come and instruct their classes on various nutrition topics as appropriate.

Opportunities for student volunteer work related to nutrition topics has been made available for any student to take part of if they so choose. Students have participated in food preparation and distribution for Community Food Bank.

D. Staff as Role Models.

1. School staffs are encouraged to model healthy eating behaviors.

School staff has been encouraged to engage in healthy eating behaviors. This could include administration requesting school staff not partake in eating or drinking any food or beverage that has been eliminated from the school campus in front of students. (Example- no drinking soda in front of students during normal school day).

E. Coordination of Programs

1. **The food service program shall be closely coordinated with nutrition instruction.**

Food service staff is encouraged to work closely with those responsible for other components of the school health program to achieve common goals. The Comprehensive Health Education Standards for Arizona Schools should be implemented throughout the entire school environment. These standards can be viewed at <http://www.ade.az.gov/>

Goal: The food service personnel encouraged to coordinate their food choices offered to the students fall in line with the same messages the students are learning in the classroom. (Example- limiting high fat, high calorie foods in their al a carte line and offer healthier alternatives, or similar products served on lunch line that meets Dietary Guidelines for Americans).

F. Nutrition-Related Health Problems and Modified Diets

- a. **School staff shall be encouraged to promote healthy eating habits.** These professionals will be encouraged to inform themselves to be able to recognize conditions such as obesity, eating disorders, and other nutrition-related health problems among students and staff and be able to recommend appropriate services.

Goal: School staff is available for assistance in the areas of promoting healthy eating. They could encourage any student with a nutrition-related health problem to seek qualified professional assistance.

- b. The school food service program will comply with USDA's disability requirements for modified diets. The school food service program is strongly encouraged to meet ethnic dietary requests as recommended by USDA.

Current menus meet USDA disability requirements for modified diets.

III. Food Choices at School and a Healthy School Environment

Supervision and evaluation: Abelardo Cubillas, Annie Carpenter, Adan Delgado

Program review tri-annually conducted every August, January, and June

Last conducted: August 2010

A. The School Environment

1. Commercial Advertising

- a. **Advertising messages should be consistent with and reinforce the objectives of the educational and nutrition environment goals of the school.** Advertising of foods or beverages in the areas accessible to students during meal times must be consistent with established nutrition environment standards.

Current commercial advertising on school grounds has been analyzed by school administration and health assistance/personnel for its content and meets the above criteria to provide a healthy school environment. Materials that do not meet the above criteria have either been removed or replaced with suitable messages.

B. Nutritious Food Choices

1. **Foods of good nutritional content including fruits, vegetables, low-fat dairy foods, and low-fat grain products, shall be available wherever and whenever food is sold or otherwise offered at school during the normal school day.** Schools shall take efforts to encourage students to make nutritious food choices. (See attached guidelines).
2. **Foods of Minimal Nutritional Value as defined by 7 CFR 210.11(2) are prohibited from being served or sold anywhere a reimbursable meal is served, sold, and/or eaten.** Foods of minimal nutritional value as defined by USDA include carbonated beverages, water ices, chewing gum, hard candies, jellies and gums, marshmallow candies, fondant, licorice, spun candy, and candy coated popcorn.
 - a. Non-Creditable Food Items- may be served during the lunch period, as well as contribute to the nutritional content of the menu. However, these foods do not count towards USDA meal patterns. Schools are encouraged to limit availability of these food items to students.
 - b. Creditable- food item determined by USDA to have nutritional value and acceptable as a component of a complete meal. Schools are encouraged to serve a variety of credible food items.

The only foods offered during the normal school day are those of good nutritional content and meet the Dietary Guidelines for Americans as outlined above.

No Foods of Minimal Nutritional Value are sold during the normal school day.

C. Food Sales

1. **At the discretion of the Food Service Director, the management of foods sales on school grounds shall be under the management of the school food service program.** If food and beverages are sold from vending machines or school stores during school hours and are not under the management of the school's food service programs, the nutrition requirements of USDA's School Lunch Program and the nutrition environment requirements set forth in this policy must still be met.
2. Foods and beverages that have as the first ingredient: sugar, corn syrup, shortening, lard, or similar, may not be sold to students on school grounds during the normal school day.

Foods of Minimal Nutritional Value or foods with the first ingredient of: sugar, corn syrup, shortening, lard, or similar are not sold on school grounds during the normal school day.

IV. Physical Activity and a Healthy School Environment

Supervision and evaluation: Cyndi Cubillas, Terrie Cubillas, José Rodriguez
Program is in development
On-going evaluation and revision

A. Recommendations for Physical Activity

1. Athletic teams provide for an opportunity for physical activity. These team experiences should be conducted in an environment in which students learn, practice and are assessed on developmentally appropriate motor skills, social skills, and knowledge.
2. Physical activity involves bodily movement that results in an expenditure of energy of at least a moderate intensity level and for duration sufficient to provide a significant health benefit for students.
3. Students will be encouraged to accumulate at least 60 minutes of physical activity on all or most days of the week. This can be accomplished through several bouts of physical activity lasting 15 minutes or more each day.
4. Extended periods of inactivity (periods of two or more hours) are discouraged.

Athletic teams provide an environment that encourages students to learn, practice and are assessed for appropriate motor skills, social skills and knowledge.

Goal: School administration and staff should encourage students to strive for at least 60 minutes of physical activity on all or most days of the week, and discourages extended periods of inactivity.

B. Encouraging Lifetime Physical Activity

1. Schools should provide breaks during classroom hours.

- Schools shall offer opportunities for participation in athletic teams that meet the needs and interests of all students, including those who are not athletically gifted and those with special health care needs.

School staff provides breaks during classroom hours.

Schools staff strives to offer athletic teams that are open to all students to participate or join.

C. Other School-Based Activities Designed to Promote Student Wellness

- The district may implement other appropriate programs that help create a school environment that conveys consistent wellness messages and is conducive to promoting an overall healthy lifestyle for the Southern Arizona Community Academy community.

SACA Health and Wellness Team has created, conducted, and analyzed student surveys to identify additional health issues among our population.

SACA Health and Wellness Team has and will continue to explore resources and activities to address the identified health issues.

SACA Health and Wellness Team will continue to plan, prepare, and present topical information and activities for the SACA students and staff of the identified health issues. One topic per month will be explored for the current school year. At the end of the month a survey or quiz will be provided to evaluate the effectiveness and impact of the health issue of the month promotion.

SACA Health and Wellness Team is in the process of developing a Health and Wellness component to the school website. The purpose of the site is to inform and involve the SACA students in exploring the Health and Wellness topic of the month as well as resources for current health issues.

2010-2011 SACA Health and Wellness Team Initiative	
Target Date	Health Issue/Topic of the Month
August 2010	Committee Organization/planning
September 2010	Procrastination/ Time management
October 2010	Nutrition
November/December 2010	Family Issues/Anxiety Red Cross Blood Drive
January 2011	Stress and Anxiety
February 2011	Physical Fitness
March /April 2011	Drug, Alcohol & Tobacco use/abuse
May 2011	Relationships/Depression
June 2011	Evaluation of current year / plan for next year

The policy will be modified based on legislation and
SACA Health and Wellness Team Committee Review.

Sources:

Centers for Disease Control and Prevention. (1997) Guidelines for School and Community Programs to Promote Lifelong Physical Activity Among Young People. Atlanta, GA: U.S. Department of Health and Human Services.

Centers for Disease Control and Prevention. (2003) Ten Strategies for Promoting Physical Activity, Health Eating, and Tobacco-Free Lifestyle Through School Health Programs. Atlanta, GA: U.S. Department of Health and Human Services.

Corbin CB, Pangrazi RP. Guidelines for Appropriate Physical Activity for Elementary School Children: 2003 Update. A Position Statement for Council for Physical Education for Children (COPEC) of the National Association for Sport and Physical Education an association of the American Alliance for Health Physical Education and Recreation.

Appendix

A. Guidelines in Identifying and Selecting Foods of Good Nutritional Value

Implementation Guidelines

The Implementation Guidelines Section offers suggestions and guidance in implementing the Action For Healthy Kids School Nutrition-Food Service Model Policy. Although many factors play a role in the thoughtful and purposeful implementation of rules governing foods and beverages available during the school day, it is suggested that the guiding principle be the normal school day is the environment wherein the demonstration model is consistent with what is taught in the classroom and the national health initiatives.

Section 1. Foods and Beverages Offered During the School Day

Section 2. Implementation Action Plan

Section 3. Establishing the Relationship Among the School Nutrition-Food Service Environment, Physical Activity and Nutrition Education

Section 1. Foods and Beverages Offered During the School Day

The Dietary Guidelines for Americans and the Child Nutrition Program regulations should be used in deciding what foods and beverages will be available.

Section 2. Implementation Action Plan

The Wellness Policy Committee will:

- Recommend purpose and goals for Southern Arizona Community Academy Wellness Policy**
- (Ongoing) Develop action plans to achieve those goals**
- (Ongoing) Identify responsible parties for implementation**
- (Ongoing) Determine a timeline for implementation**
- (Ongoing) Define and develop assessment measures for the action plans as they are developed**
- Submit the plan for the School Governing Board approval**
- Present approved policy to the school community**
- Initiate the approved plan**
- (Ongoing) Develop SACA Health and Wellness Team that provides ongoing encouragement and promotion of a healthy lifestyle for the Southern Arizona Community Academy community**

Section 3. Establishing the Relationship among the School Nutrition-Food Service Environment, Physical Activity and Nutrition Education

Goal: Determine incremental approaches to implementing both physical activity and physical education improvements.

Goal: Utilize Arizona Health Services Department resources for planning physical activity awareness.