

600-4 Wellness Policy

Effective Date 5/10/06

Approved By: DPSA Board

Revision Date: 4/18/17, 1/15/19, 1/19/21, 1/16/24, 2/13/24

Last Review Date: 3/18/25

I. PURPOSE

The purpose of this policy is to assure a school environment that promotes and protects students' health, well being, and ability to learn by supporting healthy eating, physical activity, and social and emotional health. The Duluth Public Schools Academy is committed to enhancing the development of lifelong wellness practices through active partnership with parents and community. The District embraces the principles of the Whole Child, Whole Community, Whole School, which form the structure of this policy

II. GENERAL STATEMENT OF POLICY

- A. The DPSA School Board recognizes that nutrition, physical, and social and emotional education are essential components of the educational process and that good health fosters student attendance and learning.
- B. The District will have a written wellness policy with physical copies located in the office(s) of all school buildings as well as posted on the school website.
- C. All students will have opportunities, support, and encouragement to be physically active on a daily basis in order to grow, learn, thrive, and achieve academic success.
- D. Qualified food and nutrition services personnel will provide students with access to a variety of nutritious, and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- E. The school environment will promote student emotional and social health by providing safe surroundings for students to grow emotionally and socially.
- F. The District encourages the involvement of students, parents, teachers, food and nutrition services staff, school administrators, and other interested persons in implementing, monitoring, and reviewing the District nutrition and physical activity policies.

III. COORDINATED APPROACH

- A. Implementation: The Head of Schools will ensure implementation of the Health and Wellness Policy districtwide. Each building administrator is responsible for implementation of the policy at that site.
- B. District Health and Wellness Committee: The Head of Schools will appoint a District Health and Wellness Coordinator to oversee the policy work in the district, and establish a District Health and Wellness Committee that may include, but not be limited to, representatives of the school food authority, teachers of physical and outdoor education, student support services, school health professionals, food service management company, the school board, parent representatives, and

600-4 Wellness Policy

Effective Date 5/10/06

school administrators at each building.

- C. School Health and Wellness Committee: The Head of Schools, with recommendations from the Academy Directors, will establish a Health and Wellness Committee consisting of staff, parents/guardians, students, and members of the community that meet to incorporate wellness policy implementation within site or department plans.

IV. GUIDELINES

- A. Nutrition Environment and Services , Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. Through the nutrition department and DPSA staff, we will implement the 16 action steps identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.
1. The District will inform families of the Minnesota Free School Meals Program that is in effect with the July 1, 2023 - June 30, 2024 school year. The program provides free breakfasts and lunches for all students in Kindergarten through 12th grade at schools participating in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP).
 2. The District may not offer incentives to families to fill out the Applications for Educational Benefits that provide helpful information for other non-food service District programming.
 3. The District shall assure that an appropriate company or person is responsible for the school district's food service program, whose duties shall include following the nutrition guidelines created by the USDA and procedures for the selection of food and beverages made available on the campus to ensure food and beverage choices are consistent with current USDA Dietary Guidelines for Americans.
 4. The District will promote student hand-washing or hand-sanitizing before meals or snacks.
 5. Drinking water will be available at no charge and accessible near all cafeterias during meal service, as required by USDA.
 6. The District will encourage non-food rewards or incentives for students.
 7. The District will discourage tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities.
 8. Teachers and other school personnel will not use food as a reward for reinforcement of learning unless it is used in exceptional settings, or withhold food or beverages as punishment.
 9. During celebrations which involve food or beverages, classrooms will encourage healthy snacks and beverages. All food brought to classrooms must be store bought with nutritional labels on them. Homemade food is not allowed.

600-4 Wellness Policy

Effective Date 5/10/06

10. The District will discourage restricting cafeteria time as a student consequence for misbehavior unless it is necessary for the safety of students
11. The school day is defined as the period from a half hour before school starts until after the school bell rings at the end of the school day.

12. Meals Provided During the School Day

- a. To protect the privacy of all students, including those who are eligible for free or reduced priced meals, all cafeteria registers will be cashless. Instead, students will use a personal identification number (PIN) when purchasing food.
- b. All meals, foods, and beverages sold at school during the school day will meet or exceed the USDA standards. The district will share the nutritional contents of meals with students and families.
- c. The District will make reasonable accommodations for the special dietary needs of students in the school meal programs. With the required documentation on file.
- d. Students are required to stay on school grounds during lunch periods.
- e. School schedules should allow for adequate seat time for lunch periods. Schools are also encouraged to schedule recess prior to lunch.
- f. Students will be provided a clean and supervised environment to eat during meal periods.
- g. Meals served through the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) will offer a variety of fruits and vegetables that meet the daily and weekly meal pattern requirements under the Healthy-Hunger Free Kids Act (HHFKA).
- h. Only 1% low fat white and/or fat-free or low fat flavored milk will be offered to students. Lactose free milk and soy milk options will be available according to special dietary needs.
- i. At least 80% of the grains served in school lunch and breakfast per week must be whole grain rich (contains at least 50% whole grains), complying with current USDA standards. Other grain items will be whole grain enriched.
- j. Sodium targets for breakfast and lunch will meet the targets set by the USDA.
- k. Meal portions will meet all meal pattern requirements by age group.

13. Other Food Offered During the School Day

- a. Schools will assess if and when to allow snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations.
- b. Any food or beverage sold or provided to students during the school day or during after school care will meet federal Smart Snack nutritional guidelines.
- c. All foods or beverages sold to students during the school day, including in vending machines, must meet USDA Smart Snacks in School regulations.
- d. No soda pop or other sugary drinks will be available to students via vending machines during the school day.

600-4 Wellness Policy

Effective Date 5/10/06

14. Food Sold Outside of the School Day

- a. The District will be supportive of fundraising efforts while encouraging healthy food choices or the sale of non-food items.
- b. The District will pursue healthy food and beverage options for concessions sold at extracurricular events, with implementation determined by the Head of Schools or District Food Service Manager.
- c. Concessions during special events held during the school day will meet federal Smart Snack nutritional guidelines.
 - i. The person in charge of the special event will be responsible for scheduling a time to meet with the District's Food Service Manager to determine what snacks/beverages can be served during the special event that meet federal Smart Snack nutritional guidelines.
 - ii. The person in charge of the special event will be responsible for obtaining the required recordkeeping documentation and submitting the records to the District's Food Service Manager.

15. Food Safety

- a. All foods sold or served to students during meal times will be prepared in health-inspected facilities under the guidance of the Food Service Management Company's Food Service Director and the food safety certified staff which will provide students with healthy and safe foods.
- b. District kitchens will maintain a food service license from the Minnesota Department of Health to operate each year.
- c. The food service department will make every effort to meet the special dietary needs for students with documented allergies who have the required paperwork on file with the food service department.

16. Nutrition Education and Promotion

- a. The District will encourage and support healthy eating by students and engage in nutrition and wellness promotion.
- b. Schools will provide nutrition education to students and families that encourage them to teach their children about the importance of health through nutrition.
- c. Monthly menus are available to families on the district website.
- d. Nutrition awareness materials are posted in the cafeterias.
- e. Meal pattern requirements are posted to encourage students to make age appropriate, healthy selections of food and beverages during breakfast and lunch.
- f. Nutrition services staff will provide educational sessions to students by offering things like taste tests, and by seeking out grant opportunities.
- g. Teachers will integrate sequential and comprehensive nutrition education into classroom lessons that help children acquire skills for reading food labels and menu planning
- h. After-school programming will provide healthy snacks to participants that encourage a healthy lifestyle.

600-4 Wellness Policy

Effective Date 5/10/06

- i. Fruits, vegetables, whole grains, and low fat dairy products will be promoted for healthy meals and snacks.
- j. The School District will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meals at appropriate times during the school day.

B. Physical and Outdoor Education, and Activity: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. Through the physical education and outdoor education department and DPSA staff, we will implement the 12 action steps identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The District will implement comprehensive physical and outdoor activity programs with physical education as a core component.
2. Students will have access to physical education class and/or fitness-oriented activities regardless of behavioral or academic status.
3. The District will provide physical education classes that strive to meet the national standards of the Society of Health and Physical Educators (SHAPE) and District priority benchmarks.
4. The District will hire physical education teachers with certification unless unable to hire qualified candidates.
5. Schools are encouraged to develop physical activity opportunities before, during, and after school.
6. Opportunities for physical activity will be incorporated into other subject lessons when appropriate. Classroom teachers are encouraged to provide short physical activity breaks between lessons or classes as appropriate.
7. Students need opportunities for physical activity in order to fully embrace regular physical activity as a personal behavior. Toward that end, health, physical, and outdoor education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities.
8. Staff will not use exercise or physical activity, or any restrictions on them, as a consequence for negative student behaviors or academic status.
9. Schools will offer safe and developmentally appropriate fitness equipment and activity areas for students.
10. Students at the elementary level will participate in frequent, active recess.
11. Schools are encouraged to promote and support active transport to schools including participating in Safe Routes to Schools programs and activities, providing bicycle and walking safety programs, and using crossing guards.
12. The indoor and outdoor physical activity facilities and spaces will be open to the community outside of school hours. District permitting requirements must be followed.

C. Health Education and Promotion: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. Through Health Education staff, we will implement the 4 action steps identified below throughout each school year. To ensure completion of

600-4 Wellness Policy

Effective Date 5/10/06

these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The District will implement health education that provides students with the knowledge, attitudes, skills and experiences needed for healthy eating and physical activity.
2. Students will have access to health education that should include grade level appropriate nutrition education and health literacy, which may include behavioral health, sleep, and accessing health services, regardless of behavioral or academic status.
3. The District will provide health education classes that strive to meet the national standards of the Society of Health and Physical Educators (SHAPE) and District priority benchmarks.
4. Schools should engage students in a variety of health promotion activities that include skill building, which may include menu planning, food preparation, and label reading.

D. Social and Emotional Wellness: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. The administrative staff along with all DPSA staff will implement the 3 action steps identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The District will coordinate efforts to promote student and family wellness through prevention of high-risk behaviors, including but not limited to: alcohol, tobacco and drug abuse, aggressive behaviors, unsafe driving practices and unsafe sexual behaviors. The District encourages an environment where students feel safe to disclose issues of abuse.
2. The District will encourage student understanding of the impact of emotional and social health on overall well-being. Students will be given opportunities to learn and grow in overall wellness, including emotional wellness.
3. The District and schools will promote educational opportunities for students, parents, and staff to learn about the impact positive emotional well-being has on one's health.

D. Health Services: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. The District Nurse will implement the 1 action step identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The school health office highly values the health and wellbeing of staff and students. On a regular basis, the health office will provide information to staff on elements of a healthy lifestyle.

E. Counseling, Psychological, & Social Services: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. The District counselors and social workers will implement the 1 action step identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The District will partner with community agencies to assist students and their families to access available health, oral health, mental health, and social services to address healthy eating,

600-4 Wellness Policy

Effective Date 5/10/06

physical activity, and related chronic disease prevention.

F. Employee Wellness: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. The Wellness Coordinator will implement the 1 action step identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The District will offer or partner to offer staff wellness programs, which may include workshops and presentations on health promotion, education and resources that will enhance morale, encourage healthy lifestyles, prevent injury, reduce chronic diseases, and foster exceptional role modeling. In particular, the District will partner to provide incentives for sites that implement healthier practices, including adopting standards for foods and beverages sold to employees.

G. Physical Environment: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. The Facilities Manager and Facilities Supervisor will implement the 1 action step identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The District will maintain an Indoor Air Quality Management Plan to provide a healthy atmosphere for the students.

H. Family and Community Health: Duluth Public Schools Academy (DPSA) will promote the health and well-being of children and help fight hunger and obesity. The District Administrative team and Wellness Committee will implement the 1 action step identified below throughout each school year. To ensure completion of these action steps, the DPSA wellness committee will review these items during their quarterly meetings. Meeting minutes will document this information.

1. The District will partner with parents/guardians and community members to support parents/guardians' efforts to provide a healthy diet and daily physical activity for their children. Parents will be encouraged to create an environment conducive to an active lifestyle.
2. The school district encourages parents/guardians who pack lunches and snacks to refrain from including beverages and foods without nutritional value.
3. School staff will communicate with parents/guardians to convey to students the potential health risks of sharing food or beverages, including to individuals with life-threatening allergies.
4. The District recognizes that some students have chronic health conditions that are impacted by food and physical activity, particularly life threatening food allergies, asthma and diabetes. The District works with students, their families and health care providers to

600-4 Wellness Policy

Effective Date 5/10/06

- put plans in place to safely manage their condition.
5. The district will encourage healthy choices and portion control when considering celebrations.
6. The school district will provide information about physical education and other school based physical activities and will support parents' efforts to provide their children with opportunities to be physically active outside of school.
7. Schools are encouraged to plan family wellness activities.

I. EXEMPTIONS

Exemptions from this policy may be granted by the School Board upon recommendation of the Head of Schools based upon the best interests of the District.

V. IMPLEMENTATION AND MONITORING

1. After approval by the School Board, the Wellness Policy will be implemented throughout the District.
2. School Food Service staff, at the school or district level, will ensure compliance within the school's food service areas and will report to the Food Service program administrator, the Academy Director, or the Head of Schools designee, as appropriate.
3. The District will conduct triennial assessments of the wellness policy in order to identify appropriate updates or modifications.
 1. A triennial assessment will be completed by the Health and Wellness Committee to coincide with the School Food Authority audit.
 2. The most recent triennial assessment will be on file with the district health and wellness coordinator.
 3. This assessment will contain the following components:
 1. Compliance with wellness policy
 2. How the wellness policy compares to model wellness policies.
 3. Progress made in attaining the goals of the wellness policy.
2. The Head of School or designee will ensure compliance with the wellness policy and will provide an annual report of the school district's compliance with the policy to the school board.

LEGAL REFERENCES

29 U.S.C. § 794 (Section 504 of Rehabilitation Act of 1973, as Amended)
42 U.S.C. § 1751 et seq. (Richard B. Russell National School Lunch Act)
42 U.S.C. § 1771 et seq. (Child Nutrition Act of 1966)
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act of 1990, as Amended)
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
7 C.F.R. § 210.10 (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)
HHFKA of 2010

600-4 Wellness Policy

Effective Date 5/10/06

GUIDELINES/STANDARDS

Society of Health and Physical Educators (SHAPE)
United States Department of Agriculture (USDA)
USDA Smart Snacks in School regulations
Food Service Management Contract