



Mechanicville  
City School District

Book	Policy Manual
Section	5000 - Non-Instructional/Business Operations
Title	District Wellness Policy
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### DISTRICT WELLNESS POLICY

#### SUBJECT: WELLNESS

The Mechanicville City School District is committed to providing a school environment that promotes and protects children's health, well-being, and the ability to learn by fostering healthy eating and physical activity before, during, and after the school day. Research shows that two components, good nutrition and physical activity before, during and after the school day, are strongly correlated with positive student outcomes. For example, student participation in the U.S. Department of Agriculture's (USDA) School Breakfast Program is associated with higher grades and standardized test scores, lower absenteeism and better performance on cognitive tasks<sup>1,2,3,4,5,6,7</sup>. Conversely, less-than-adequate consumption of specific foods including fruits, vegetables and dairy products, is associated with lower grades among students.<sup>8,9,10</sup> In addition, students who are physically active through active transport to and from school, recess, physical activity breaks, high-quality physical education and extracurricular activities – do better academically.<sup>11,12,13,14</sup>

- 1 Bradley, B, Green, AC. *Do Health and Education Agencies in the United States Share Responsibility for Academic Achievement and Health? A Review of 25 years of Evidence About the Relationship of Adolescents' Academic Achievement and Health Behaviors*, *Journal of Adolescent Health*. 2013; 52(5):523–532.
- 2 Meyers AF, Sampson AE, Weitzman M, Rogers BL, Kayne H. *School breakfast program and school performance*. *American Journal of Diseases of Children*. 1989; 143(10):1234–1239.
- 3 Murphy JM. *Breakfast and learning: an updated review*. *Current Nutrition & Food Science*. 2007; 3:3–36.
- 4 Murphy JM, Pagano ME, Nachmani J, Sperling P, Kane S, Kleinman RE. *The relationship of school breakfast to psychosocial and academic functioning: Cross-sectional and longitudinal observations in an inner-city school sample*. *Archives of Pediatrics and Adolescent Medicine*. 1998; 152(9):899–907.
- 5 Pollitt E, Mathews R. *Breakfast and cognition: an integrative summary*. *American Journal of Clinical Nutrition*. 1998; 67(4), 804S–813S.
- 6 Rampersaud GC, Pereira MA, Girard BL, Adams J, Metz J. *Breakfast habits, nutritional status, body weight, and academic performance in children and adolescents*. *Journal of the American Dietetic Association*. 2005; 105(5):743–760, quiz 761–762.
- 7 Taras, H. *Nutrition and student performance at school*. *Journal of School Health*. 2005;75(6):199–213.
- 8 MacLellan D, Taylor J, Wood K. *Food intake and academic performance among adolescents*. *Canadian Journal of Dietetic Practice and Research*. 2008; 69(3):141–144.
- 9 Neumark-Sztainer D, Story M, Dixon LB, Resnick MD, Blum RW. *Correlates of inadequate consumption of dairy products among adolescents*. *Journal of Nutrition Education*. 1997; 29(1):12–20.
- 10 Neumark-Sztainer D, Story M, Resnick MD, Blum RW. *Correlates of inadequate fruit and vegetable consumption among adolescents*. *Preventive Medicine*. 1996; 25(5):497–505.

11 Centers for Disease Control and Prevention. *The association between school-based physical activity, including physical education, and*

*academic performance. Atlanta, GA: US Department of Health and Human Services, 2010.*

12 Singh A, Uijtdeuwiligne L, Twisk J, van Mechelen W, Chinapaw M. *Physical activity and performance at school: A systematic review of*

*the literature including a methodological quality assessment. Arch Pediatr Adolesc Med, 2012; 166(1):49-55.*

13 Haapala E, Poikkeus A-M, Kukkonen-Harjula K, Tompuri T, Lintu N, Väistö J, Leppänen P, Laaksonen D, Lindi V, Lakka T. *Association*

*of physical activity and sedentary behavior with academic skills – A follow-up study among primary school children. PLoS ONE, 2014;*

*9(9): e107031.*

14 Hillman C, Pontifex M, Castelli D, Khan N, Raine L, Scudder M, Drollette E, Moore R, Wu C-T, Kamijo K. *Effects of the FITKids*

*randomized control trial on executive control and brain function. Pediatrics 2014; 134(4): e1063-1071.*

### Operations

Finally, there is evidence that adequate hydration is associated with better cognitive performance.<sup>15,16,17</sup> The District has established an active wellness committee that meets at least four times per

year to establish goals for, and oversee the development of, the District's local wellness policy. The Committee will make policy recommendations for review and adoption by the Board. The District

Wellness Committee includes, but is not limited to, representatives from each of the following groups:

- a) Parents and caregivers;
- b) Students;
- c) Physical Education teachers;
- d) School health professionals;
- e) District food service program;
- f) School Board;
- g) School administrators;
- h) Classroom teachers; and
- i) Members of the public.

The District Wellness Committee will also be responsible for assessing current activities, programs, and policies available in the District, and recommend mechanisms for implementation, evaluation, and revision of this policy. In so doing, the Wellness Committee will evaluate and make recommendations which reflect the specific needs of the District and its students.

The Superintendent will designate a District Wellness Coordinator to convene the District Wellness Committee in order to facilitate the development of, and any proposed updates to, the District's

Wellness Policy, and will also ensure the District's compliance with this policy.

### Goals to Promote Student Wellness

15 *Change Lab Solutions. (2014). District Policy Restricting the Advertising of Food and Beverages Not Permitted to be Sold on School*

*Grounds. Retrieved from <http://changelabsolutions.org/publications/district-policy-school-food-ads>*

16 Kempton MJ, Ettinger U, Foster R, Williams SCR, Calvert GA, Hampshire A, et al. *Dehydration affects brain structure and function in*

*healthy adolescents. Human Brain Mapping. 2011;32:71–79.*

17 Edmonds CJ, Jeffes B. *Does having a drink help you think? 6 to 7-year-old children show improvements in cognitive performance*

*from baseline to test after having a drink of water. Appetite. 2009;53:469–472. Edmonds CJ, Burford D. Should children drink more*

*water? The effects of drinking water on cognition in children. Appetite. 2009; 52:776–779.*

### Operations

The District seeks to ensure all of its students obtain the knowledge and skills necessary to make nutritious food selections and enjoy life-long physical activity. To this end, the District sets forth the

following goals relating to nutrition promotion and education, physical activity, and other school-based activities.

#### Nutrition Promotion and Education

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. 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 model and encourage healthy eating by all students by engaging in nutrition education and promotion by:

- a) Nutrition education will be integrated within the comprehensive health education curriculum and other instructional areas,

as appropriate, and taught at every grade level, K through 12.

Nutrition education will follow applicable New York State Standards and be designed to help students acquire:

1. Nutrition 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 storage, handling, and preparation.
2. All teachers will provide opportunities for students to practice or rehearse nutrition related skills, including, but not limited to: planning healthy meals; understanding and using food labels; critically evaluating nutrition information, misinformation, and commercial food advertising; assessing personal eating habits; and setting and achieving goals related to these concepts.
- 3 Lessons and activities will include enjoyable, developmentally-appropriate, culturally relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens. They will promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods that emphasize caloric balance between food intake and energy expenditure (promoting physical activity/exercise);
- 4 Nutrition education will be linked with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods and nutrition-related community services;

#### b) Marketing and Promotion

1. The District will promote nutrition education activities that involve parents, students, and the community throughout the school year. Participation in Federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in their children's school. Examples of promotion could include: inviting parents to breakfast, contests, Celebrity Day, themed days, serving breakfast at lunch, soliciting menu ideas and input, website, flyers, announcements, Student Advisory Group, breakfast giveaways, public service announcements, automated messages, press releases, existing forums, involving advocates, celebrating National School Breakfast Week and hosting a food service table at School Open Houses.
2. The District will promote healthy food and beverage choices for all students and encourage participation in school meal programs. This will occur by using Smarter Lunchroom and other techniques which guide students toward healthful choices and ensuring that 100% of foods and beverages promoted to students meet the Smart Snacks in School nutrition standards, which can be found on the United States Department of Agriculture's (USDA) official website.

<https://www.fns.usda.gov/healthier-school-day/tools-schools-focusing-smart-snacks>

The following Smarter Lunchroom techniques have been used within the District:

- Whole fruit options are displayed in attractive bowls or baskets (instead of chaffing dishes or hotel pans).

- Sliced or cut fruit is available daily.

- Daily fruit options are displayed in a location in the line of sight and reach of students.

- All available vegetable options have been given creative or descriptive names.

- All staff members, especially those serving, have been trained and will continue to be trained to politely prompt students to select and consume the daily vegetable options with their meal.

- White milk is placed in front of other beverages in all coolers.

- Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas.

- A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).

- Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.

- Student artwork is displayed in the service and/or dining areas.

- Daily announcements are used to promote and market menu options.

3. The District will promote school and community awareness of this policy through various means, such as publication on the District website.

4. The District will encourage and promote wellness through social media, newsletters, and integration into District events.

5. The District will implement Farm to School activities such as: hosting a school garden.

6. 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.

Therefore and to the extent practicable, marketing and advertising of foods and beverages on school campuses during the school day will to the extent practicable, be consistent with nutrition education and health promotion. As such, to the extent practicable, schools will restrict food and beverage marketing to the promotion of those foods and beverages that meet the nutrition standards set forth by the Healthy, Hunger-Free Kids Act's "Smart Snacks in Schools" Rule and that are consistent with this policy. All advertising in school publications and school media outlets must be approved by the principal. Criteria for selecting educational materials for the classroom shall be expanded to include review of advertising content. Every effort will be made to select materials free of brand names/logos and illustrations of unhealthy foods.

7. The District is cognizant of the fact that certain scoreboards, signs, and other durable equipment it employs may market foods and beverages in a way that is inconsistent with the aims of this policy. While the immediate replacement of this equipment is not required, the District will replace or update this equipment over time to ensure the message it delivers to students regarding nutrition, health, and well-being is consistent. As the District reviews existing contracts, or considers new contracts, resulting decisions should reflect the marketing guidelines established by this policy.

c) Additional provisions

1. Parents and teachers will be provided with a list of healthy party ideas, including nonfood celebration ideas for parents to consider.

**Operations**

2. The District will provide to parents a list of classroom snacks and beverages that meet Smart Snacks nutrition standards. [https://www.healthiergeneration.org/\\_asset/5w7qqt/13-6163\\_HealthySnackBevIdeas.pdf](https://www.healthiergeneration.org/_asset/5w7qqt/13-6163_HealthySnackBevIdeas.pdf)

3. School personnel are discouraged from using food as a reward or withholding food as punishment. Teachers and other appropriate school staff will be provided with a list of alternative ways to reward students. <http://www.actionforhealthykids.org/storage/documents/parent-toolkit/rewardsf3a.pdf>

4. District staff will be encouraged to model healthy eating, drinking, and physical activity behaviors for students.

**Physical Activity**

a) The District will provide opportunities for every student to participate in physical education in an effort to comply with the recommendation that children and adolescents participate in at least 60 minutes of physical activity each day. This District is also committed to providing opportunities for physical activity before, during, and after school.

A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement and the District is committed to providing these opportunities.

In doing so, the District aims to promote among students, staff, and community members the development of knowledge and skills for specific physical activities, the maintenance of physical fitness, regular participation in physical activity, and an understanding of the short-term and long term benefits from a physically active and healthy lifestyle. Students will be encouraged to incorporate small bouts of activity into their daily schedules. Schools shall encourage participation in after-school sports, intramurals and other, non-competitive physical activity programs via in school announcements, school newsletters, and posters. Physical activity opportunities will be in addition to, not in lieu of, physical education and will not be used as a punishment for students, but rather another means by which students may develop or maintain a healthy and active lifestyle.

b) The District will ensure that the following standards are met to achieve its goals relative to physical education and physical activity:

1. The District will have a Board-approved Physical Education Plan on file with the New York State Education Department by June 2021 that meets or exceeds the requirements set forth in Section 135.4 of the Commissioner's regulations. [http://www.p12.nysed.gov/ciai/pe/documents/part135\\_4updatereg.html](http://www.p12.nysed.gov/ciai/pe/documents/part135_4updatereg.html)
2. The District recognizes the importance of physical education classes in providing students with meaningful opportunities for physical exercise and development. Consequently, the District will ensure:

- (a) All physical education classes are taught or supervised by a certified physical education teacher;
- (b) All physical education staff receive professional development relevant to physical education on a yearly basis;
- (c) All students in grades K-12 shall be required to take physical education class. Schools will not accept waivers or allow students to be exempted from or substitute other school or community activities for required physical education class time or credit;
- (d) Interscholastic sports, intramural sports, and recess do not serve as substitutes for a quality physical education program;

- (e) Students are afforded the opportunity to participate in moderate to vigorous activity for at least 50% of physical education class time;
- (f) It provides adequate space and equipment for physical education and conforms to all applicable safety standards;
- (g) Physical education classes will have appropriate student/teacher ratios;
- (h) An age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education is implemented for grades K-12, with a focus on students' development of motor skills, movement forms, and health-related fitness;
- (i) A physical and social environment is provided that encourages safe and enjoyable activity for all students;
- (j) Activities or equipment are adapted to meet the needs of students who are temporarily or permanently unable to participate in the regular program of physical education. In doing so, the District will abide by specific provisions in 504 Plans and/or individualized education programs (IEP). To that end, the Committee on Special Education (CSE) will ensure that a certified physical education teacher participates in the development of a student's IEP, if the student may be eligible for adapted physical education;
- (k) All students, including students in need of adaptive physical education, will be encouraged to participate in physical fitness programs and competitions.

3. All students will be required to fulfill the physical education requirements set forth in the Commissioner's regulations as a condition of graduating from the District's schools.

c) The District recognizes that students are more attentive and ready to learn if provided with periodic breaks when they can be physically active or stretch. All classroom teachers, and particularly those engaged in the instruction of K through 5 students, are strongly encouraged to incorporate into the school day short breaks for students that include physical activity, especially after long periods of inactivity. The District recommends teachers provide short (3-5-minute) physical activity breaks to students during and between classroom times at least three days per week. Teachers are encouraged to incorporate kinesthetic learning approaches into core learning subjects when possible so as to limit sedentary behavior during the school day. Moving between classes shall not be counted as a physical activity break. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods. The District will provide resources and links to resources, tools, and technology with ideas for classroom physical activity breaks. Resources and ideas are available through USDA and the Alliance for a Healthier Generation. Teachers will serve as role models by being physically active alongside the students whenever feasible. Additionally, all elementary students will be offered one daily period of recess for a minimum of 20 minutes. This requirement will not apply on days where students arrive late, leave early, or are otherwise on campus for less than a full day. Outdoor recess will be offered when weather permits. In the event that indoor recess is necessary, it will be offered in a place that accommodates moderate to vigorous physical activity.

d) We strongly recommend staff use physical activity as a reward, whenever feasible.

e) The District strongly recommends that physical activity during the school day, including, but not limited to, recess or classroom activity breaks, not be withheld for disciplinary action unless the student is a danger to him or herself or others. Classroom teachers will be provided with a list of ideas for alternative ways to discipline students. Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students, whenever feasible. Physical education time will not be cancelled for instructional make up time.

#### Other School-Based Activities

The District is committed to establishing a school environment that is conducive to healthy eating and physical activity for all. All school-sponsored events will adhere to the wellness policy guidelines and include physical activity and healthy eating opportunities when appropriate. The District will, therefore, adopt the following standards:

##### a) Federal School Meal Programs

1. The District will participate to the maximum extent practicable in available federal school meal programs (including the School Breakfast Program (SBP) and National School Lunch Program (NSLP)). Food served through these programs will meet all applicable federal and state standards.

[https://www.fns.usda.gov/sites/default/files/allfoods\\_summarychart.pdf](https://www.fns.usda.gov/sites/default/files/allfoods_summarychart.pdf)

2. The District will ensure that food service directors, managers, and staff are provided with annual professional development in the areas of food and nutrition consistent with USDA Professional Standards for State and Local Nutrition Programs. District food service staff will meet with students in grades 4 through 12 twice annually to solicit feedback on the school breakfast and/or school lunch program(s).

##### b) Access to School Nutrition Programs

Participation in Federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in their children's school. Applications for free/reduced priced meals are sent home to all families at the beginning of the school year. The application is also available on the District website.

The District will utilize a system of student payment that ensures all eligible students have access to free/reduced meals in a



non-stigmatizing manner.

c) Meal Environment

The District will ensure:

1. School dining areas have sufficient space for students to sit and consume meals;
2. School dining areas are clean, safe, and pleasant environments that reflect the social value of eating;
3. Appropriate supervision shall be provided in the cafeteria and rules for safe behavior shall be consistently enforced;
4. Enough serving areas are provided to ensure student access to school meals with a minimum of wait time;
5. All students have a scheduled lunch period;
6. Students will be allowed at least 15 minutes to eat breakfast and at least 20 minutes to eat lunch;
7. Lunch times are scheduled near the middle of the school day;
8. Students are given adequate time to eat healthy meals;
9. Menus will be posted on the District website or individual school websites;
10. Menus will be created/reviewed by a certified nutrition professional;
11. Nutrition information for meals is made available in the cafeteria at the point of sale;
12. School meals are administered by a team of child nutrition professionals;
13. The District child nutrition program will accommodate students with special dietary needs;
14. Lunch and recess periods are attached to better support learning and healthy eating;
15. The District has a closed campus policy, with the exception of seniors who may obtain parental permission to leave the campus for the lunch meal. School staff may not provide permission for students to leave campus for the purpose of obtaining lunch;
16. Students and staff have access to free, safe, and fresh drinking water throughout the school day and where school meals are served. All water sources and containers will be maintained on a regular basis to ensure good hygiene and health safety standards. Such sources and containers may include drinking fountains, water jugs, hydration stations, and other methods for delivering drinking water.

d) Staff Wellness and Health Promotion

1. School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school.
2. Teachers wishing to consume snack or lunch alongside their students are encouraged to consume healthy food/beverages. The staff is provided with break/lunch periods and are not required to eat with students.
3. Teachers are encouraged to model physical activity by participating in exercise breaks during class time with their students.
4. The Wellness Committee will continue to explore opportunities for staff wellness. Schools in the District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors.

e) Community Access to District Facilities for Physical Activities

School grounds and facilities will be available to students, staff, community members and organizations, and agencies offering physical activity and nutrition programs consistent with District policy, including provisions regarding conduct on school grounds and administrative approval of use by outside organizations.

f) Community Partnerships

The District will maintain relationships with community partners in support of the implementation of this policy. Existing and new community partnerships will be evaluated to ensure they are consistent with this policy and its goals.

g) Community Involvement, Outreach, and Communications

The District will use its official website, along with other electronic and non-electronic means, to notify parents and the public, in culturally and linguistically appropriate ways, about the content, implementation of, and updates to this policy as well as how to become involved and support this policy. The District will use these same means to inform the community about the availability of the annual and triennial reports relative to this policy.

h) Before and After School Activities

The District will offer opportunities for all students to participate in physical activity before and/or after the school day through various methods, such as physical activity clubs, intramurals, and interscholastic sports.

i) Active Transport

The District will support and promote safe walking and biking in the community. The District will encourage this behavior through strategies such as:

Promoting activities such as participation in bikes rodeos.

Providing instruction on walking/bicycling safety to students.

Nutrition Guidelines

In an effort to encourage healthy life-long eating habits by providing foods that are high in nutrients, low in saturated fat and added sugars, have zero grams' trans-fat per serving, and are of moderate portion size, the District Wellness Committee recommends nutrition standards to be set for all foods and beverages available on school campus. For purposes of this policy, the school day is defined as the period from the midnight before, to 30 minutes after the end of the official school day.

### School Meals

All schools within the District participate in the USDA child nutrition programs, including the NSLP and the SBP. School meals will, meet and exceed the program requirements and nutrition standards of these programs by not serving juice as a substitute for fruit and vegetables or beverages with nonnutritive sweeteners (artificial or natural), such as diet iced tea, diet soda, etc. The USDA Smart Snack standards for beverages sold in elementary and middle schools will also apply to beverages sold at the high school during the school day.

The District is committed to ensuring that meals through the SBP and NSLP are accessible to all students, are served in sanitary settings, are appealing to children, and meet or exceed those nutrition requirements established by local, state, and federal law and regulation. The USDA nutrition standards are available at: <http://www.fns.usda.gov/school-meals/nutrition-standards-school-meals>.

### Fundraising

a) All foods and beverages sold at or during a fundraiser during the school day will meet, or exceed, the nutritional requirements listed in the USDA Healthy, Hunger-Free Kids Act "Smart Snacks in Schools" Rule; these foods and beverages sold as fundraisers will not be sold until the end of the last lunch period, so as not to compete with the NSLP.

b) School-sponsored fundraisers conducted outside of the school day will be encouraged to support the goals of this policy by promoting the sale of healthy food items (fresh fruit and produce) and/or non-food items, such as water bottles, plants, etc., and by promoting events involving physical activity (such as walk-a-thons, Jump Rope for Heart, fun runs, etc.). The District will make available to parents and teachers a list of healthy fundraising

ideas. <http://www.actionforhealthykids.org/storage/documents/parent-toolkit/fundraisers-family-healthf1.pdf>

c) All school-sponsored fundraisers must be approved by the appropriate building principal prior to being conducted.

### Competitive Foods and Beverages Sold and Served to Students During the School Day

Competitive foods--which include all foods and beverages sold to students outside of the school meal programs, on the school campus in student accessible areas, and at any time during the school day --

will follow, at a minimum, the nutrition standards specified by the Healthy, Hunger-Free Kids Act, also referred to as Smart Snacks. These standards will apply to all foods and beverages sold individually and outside of the reimbursable school meal, including vending machines, school stores, and cafeteria a la carte lines. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>.

### Competitive Foods and Beverages Served to Students During the School

The District strongly encourages staff and parents to provide students with a balance of healthy options at any event where foods and beverages are served to students (i.e., classroom and school-wide celebrations and rewards, and extracurricular club meetings).

The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. Healthy party ideas are available from the Alliance for a Healthier Generation and from the USDA.

The District will provide to parents a list of foods and beverages that meet Smart Snacks nutrition standards to guide parents when choosing snacks for school.

### Foods and Beverages Sold or Served at Events Outside of the School Day

a) It is recommended that all foods and beverages sold or served at school-sponsored events will be in serving sizes which are in accordance with recommended dietary guidelines and/or nutrition standards.

b) It is recommended that at events where food and beverages are sold, offerings should include a balance of healthy options or snacks that meet the USDA Healthy, Hunger-Free Kids Act "Smart Snacks in Schools" Standards.

### Professional Development

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education and training requirements as specified in the USDA Professional Standards for School Nutrition Professionals. In order to locate the training that best fits their learning needs, school nutrition personnel will refer to the USDA's Professional Standards for School Nutrition Standards

website. <https://professionalstandards.fns.usda.gov/> [https://www.fns.usda.gov/sites/default/files/cn/profstandards\\_flyer.pdf](https://www.fns.usda.gov/sites/default/files/cn/profstandards_flyer.pdf)

When feasible, the District will offer professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches and physical activity breaks or incorporating nutrition lessons into core subjects). 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 reform or academic improvement plans/efforts.

### Implementation and Evaluation of the Wellness Policy

a) The District will establish an implementation and evaluation plan for this policy in order to monitor its effectiveness and the possible need for modification over time. The plan will

include strategies to manage and coordinate the execution of this wellness policy and delineate roles, responsibilities, actions and timelines specific to each school; and include information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness.

To this end, the District has designated the following individual(s) as District Wellness Coordinator to ensure that the District meets the goals and mandates of this policy.

Deb Mackey, Food Service Director

The contact information for this/these individual(s) is/are: [dmackey@mechanicville.org](mailto:dmackey@mechanicville.org)

School principals will be required to report to the superintendent and District Wellness Committee on progress toward compliance until goals are reached.

b) This/these designated Wellness Coordinator(s) will also serve as liaison(s) with community agencies in providing outside resources to help in the development of nutritional education programs and promotion of physical activities.

Annual Report

c) The District will annually report on the progress each of its schools has made toward meeting the goals of this policy. This Wellness Policy and progress reports can be found at [www.mechanicville.org](http://www.mechanicville.org). This report will include:

1. The website address for the wellness policy and/or information on how the public can access a copy;

2. A description of each school's progress in meeting the wellness policy goals;

3. A summary of each school's local school wellness events or activities;

4. Contact information for the leader(s) of the Wellness Committee; and

5. Information on how individuals can get involved in the Wellness Committee's work.

ci) The District is committed to being responsive to community input, which begins with awareness of the Wellness Policy. Evaluation and feedback from interested parties, including an assessment of student, parent, teacher, and administration satisfaction with the Wellness Policy, are welcomed as an essential part of the District's evaluation program. Parents and students will have an opportunity to participate in planned physical activity and may provide feedback on school meals and other food available on campus by contacting the District's Food Service Director.

cii) The District will document the financial impact, if any, to the school food service program, school stores, and vending machine revenues based on the implementation of the Wellness Policy.

ciiii) The District will coordinate the Wellness Policy with other aspects of school management, including the District's School Improvement Plan, when appropriate.

civ) The District will also include any relevant data or statistics from state or local sources supporting the need for establishing and achieving the goals in this policy.

Triennial Progress Assessments

f) Assessments of compliance with the District's Wellness Policy and implementation efforts will be repeated on a triennial basis. The assessment will include:

1. Compliance with the Wellness Policy;

2. How the Wellness Policy compares to model wellness policies; and

3. Progress made in attaining the goals of the Wellness Policy.

The position/person responsible for managing the triennial assessment is:

District Wellness Coordinator – Deb Mackey, Food Service Director

and his or her contact information is: [dmackey@mechanicville.org](mailto:dmackey@mechanicville.org)

g) The District will, as necessary or when District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued, revise and update this wellness policy. Revisions and updates to the policy will occur at least every three years following the triennial assessment, and the District will develop work plans to facilitate its implementation.

h) The annual progress report, triennial assessments, and policy updates will be provided to the Board, posted on the District's official website, and distributed to the District Wellness Committee, parent-teacher organizations, building principals, and school health services personnel within the District. Printed copies will also be made available to community residents upon request or can be accessed by electronically on the District's website.

Annual Notification

The District will inform families and the general public each year, via the District website and/or District-wide communications, of information about this policy, including, but not limited to, its content as well as any updates. The District will endeavor to share as much information as possible about its schools' nutrition environment, including, a summary of school events or activities relative to this policy implementation. Each year, the District will also publicize the name and contact information of the District official leading and coordinating the wellness committee as well as how the community may get involved with the wellness committee.



**Recordkeeping**

The District will retain records relative to compliance with the requirements of this policy in the District Office and/or on the District's central computer network. Documentation maintained at this location includes, but is not limited to:

- a) The written wellness policy;
- b) Documentation demonstrating that this policy has been made available to the public;
- c) Documentation of efforts to review and update this policy;
- d) Documentation to demonstrate compliance with the annual public notification requirements;
- e) The most recent assessment on the implementation of this policy;
- f) Documentation demonstrating the most recent assessment on the implementation of this policy has been made available to the public.

National School Lunch Act, 42 USC § 1758(b)

National School Lunch Program and School Breakfast Program regulations, 7 CFR § 210.11

Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010; 79 FR 10693  
Education Law § 915

8 NYCRR § 135.4

NOTE: Refer also to Policy # 5660 -- School Food Service Program (Lunch and Breakfast)

## **Healthy Meeting Policy (Addendum to Policy #5661) - BOE Adopted on 3/2/2021 Healthy Food, Beverage and Wellness Policy**

### **1. Background:**

**The Mechanicville City School District plays an active and important role in the prevention of chronic disease by providing employees with healthy options and supporting a healthy lifestyle through policy and environmental changes. Additionally, role modeling is an effective technique in improving behavior change.**

### **2. Policy:**

**The Mechanicville City school District will:**

- \* **Model healthy food and beverage choices and wellness behaviours.**
- \* **Offer and promote daily opportunities for physical activity.**
- \* **Offer and promote opportunities for physical movement/activity breaks during trainings/meetings that last longer than 2 hours.**
- \* **provide nutritious food and beverage choices, when food and beverages are offered.**

### **3. Purpose:**

**To provide standards and offer guidance for staff to pursue the Mechanicville City School District's mission to improve and protect the health, and environment by providing a model for healthy behaviors to the community.**

### **4. Procedures:**

#### **Guidance for Food Service**

**4.1 Offer healthy food and beverage choices whenever served at school**

**4.2 Offer smaller portions of food; cut oversized portions and baked goods into smaller sizes  
Making the healthier option easier for people.**

**4.3 Offer healthy choices such as:**

- \* **Non-fat and/or low-fat real cheese rather than imitation cheese**
- \* **Nuts, seeds, trail mix and granola for snacks**
- \* **Fresh fruits and vegetables**
- \* **coffee or tea, seltzer, 100% fruit juices and vegetable juice, fat-free and 1% milks**
- \* **snacks that meet the following criteria, per serving.**
- \* **less than or equal to 200 calories**
- \* **less than or equal to 7 grams of fat**
- \* **less than or equal to 2 grams of saturated fat**
- \* **zero grams of trans fat**
- \* **less than or equal to 15 grams sugar**
- \* **less than or equal to 200 milligrams of sodium and**
- \* **high fructose corn syrup cannot be listed as the first ingredient on the product label.**

**For additional guidance, review the following resources:**

- \* **New York State Department of Health Center for Community Health's Guidelines For healthy Meetings**

<http://cspinet.org/nutritionpolicy/Healthy-Meeting-Guidelines.pdf>

\* University of Minnesota School of Public Health's Guidelines for Offering Healthy Foods for Meetings, Seminars and Catered Events: <http://z.umn.edu/healthyfoods>

\* University of California Berkeley's Healthy Meeting and Event Guide

<http://sustainability.berkeley.edu/sites/default/files/healthymeeting.pdf>

#### Guidance for Role Modeling by Employees / Staff

4.4 Provide at least one nutrition and / or wellness related staff development opportunity each year.

#### Special Events and Celebrations

4.5 For special staff events and celebrations, menus should follow these guidelines to allow Healthier choices, but may include other foods/beverages if the event is not open to the public.

#### Activity Breaks Guidance

4.6 Incorporate physical activity breaks into the agenda at the Mechanicville City School sponsored meetings that last longer than 2 hours.

4.7 Provide opportunities to stand and stretch and/or use standing tables during meetings, as appropriate.

4.8 Facilitate short "walking meetings" as appropriate

4.9 Time allowing, encourage staff to go for a 15-30 minute walk

4.10 Physical activity is voluntary - no one must participate.

For additional guidance, review the following resources

\* Cooperative Extension, Hawaii Healthy Meeting Checklist

<http://ctahr.hawaii.edu/NEW/Newsletters/HealthyMeetingsChecklist.pdf>

\* New York State Department of Health Center for Community Health's Guideline for Healthy Meetings <http://cspinet.org/nutritionpolicy/Healthy-Meeting-Guidelines.pdf>

\* University of California Berkeley's Healthy Meeting and Event Guide

<http://sustainability.berkeley.edu/sites/default/files/healthymeeting.pdf>

(specifically pages 8-9)

<http://mobilitymgmt.com/articles/2015/02/03study-sit-to-stand-ratio.aspx>