

## Oklahoma City Public School District Wellness Policy (Regulation)

In accordance with the policy of the Board of Education, the following regulations shall govern the commitments to nutrition, health education, physical activity, and other school-based activities to support school wellness in the District.

### THE WHOLE SCHOOL, WHOLE COMMUNITY, WHOLE CHILD (WSCC) MODEL

The District has adopted the WSCC Model which provides a framework to address the symbiotic relationship between learning and health. This framework creates a school environment that conveys consistent messages and is conducive to overall wellness for all staff, students, and their families. WSCC incorporates the components of a coordinated school health program around the tenets of a whole child approach to education and includes:

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| 1. Health Education                    | 6. Health Services                                |
| 2. Nutrition Environment and Services  | 7. Counseling, Psychological, and Social Services |
| 3. Employee Wellness                   | 8. Community Involvement                          |
| 4. Social and Emotional School Climate | 9. Family Engagement                              |
| 5. Physical Environment                | 10. Physical Education and Physical Activity      |

### THE DISTRICT WELLNESS COMMITTEE

The District Wellness Committee is responsible for triennial review of the District Wellness Policy and promotion of district level implementation of health practices. The District Wellness Committee also works with individual school sites' Healthy and Fit School Advisory Committees to implement, monitor, review, and revise practices regarding health and wellness.

### HEALTHY AND FIT SCHOOL ADVISORY COMMITTEES (HFSAC)

HFSAC is an advisory group of at least six individuals who represent segments of the school. One representative must be from School Nutrition Services, while others may include teachers, coaches, students, administrators, parents, school nurses, health care professionals, community members, custodial staff, school bus drivers, school office staff, or school counselors. This group acts collectively to make recommendations to the principal and school regarding school health issues. Each HFSAC is dedicated to helping students reach their learning potential by creating and maintaining a healthy school environment.

Some of the key roles of the (HFSAC) include:

- Conducting assessments of school health by utilizing tools such as Action for Healthy Kids School Health Index- [https://afhkschoolportal.force.com/AFHK\\_Communities\\_Login](https://afhkschoolportal.force.com/AFHK_Communities_Login).
- Create an action plan for implementing strategies for improving school health.
- Advocate for health by being a wellness champion within the school and community.
- Liaison with district personnel to support school improvement efforts.
- Implement policies related to school health, such as the sale of nutritious foods at schools and organizing school-wide activities like health fairs and health programs.
- Ensure health related activities are regularly monitored and evaluated

**SCHOOL NUTRITION SERVICES (SNS)**Definitions

**School campus:** All areas of the property under the jurisdiction of the school that are accessible to students during the school day.

**School day:** The period of time from the midnight before to 30 minutes after the end of the instructional day.

**Competitive foods and beverages:** Foods and beverages that are sold on campus outside of the federal reimbursable school meals program during the school day (e.g., in vending machines, school stores, or snack bars.)

**Smart Snacks standards:** Nutrition standards, issued by the United States Department of Agriculture that set limits on the amount of calories, salt, sugar, and fat in competitive foods and beverages.

School Meal Requirements

The District will make nutritious foods available on campus during the school day to promote student and staff health. At a minimum, the District Child Nutrition Program will serve reimbursable meals that meet the [United States Department of Agriculture's \(USDA\) requirements](#) and follow the Dietary Guidelines for Americans (DGA).

The District will ensure that all meals are the following:

- Accessible, appealing, and attractive to all children.
- Served in a clean, pleasant, and supervised setting.
- High in fiber, free of added trans fats, low in added fats, sugar, and sodium, and contain all whole grain rich foods.
- Respectful of cultural diversity (e.g., students will be encouraged to suggest local, cultural, and favorite ethnic foods) and religious preferences.
- Reviewed by a registered dietitian or other certified nutrition professional.

The District will also ensure that schools do the following:

- Encourage students to start the day with a healthy breakfast.
- Provide breakfast through the USDA School Breakfast Program.
- Support and encourage student participation in the USDA school meals programs.
- Allow students at least 10 minutes to eat breakfast and 20 minutes to eat lunch from the time they are seated.

**Information and Promotion:** As required under the National School Lunch Program (7 CFR 210.12), the District will promote activities to involve students and parents in the School Lunch Program. In addition, the District will do the following:

- Inform families about the availability of breakfast for students.
- Distribute materials to inform families of the availability and location of free Summer Food Service Program meals for students when school is not in session.
- Post information on the nutritional content and ingredients of school meals on menus in the cafeteria, on the District website and/or websites of individual schools, and/or in school newsletters.

Water

Schools will make clean drinking water available and accessible without restriction and at no charge at every district facility before during and after school. Schools will also:

- Provide drinking cups, glasses, or reusable water bottles in places where meals and snacks are served when water fountains are not available.
- Be encouraged to allow students to take water into the classroom.
- Maintain all water sources and containers on a regular basis to ensure good hygiene standards (including drinking fountains, water jugs, hydration stations, and other methods for delivering drinking water).

Food Service Operation

**Non-Discrimination:** In the operation of the Child Nutrition Programs, no child will be discriminated against because of race, sex, color, national origin, age, or disability. Discrimination complaints under these programs should be filed with the State Department of Education Child Nutrition Programs, 2500 North Lincoln Blvd., Oklahoma City, Oklahoma 73105-4599.

**Community Eligibility Provision (CEP) and Free and Reduced-Price Meals:**

- Community Eligibility Provision (CEP) will be strongly encouraged at each qualifying site.
- The District shall inform parents of the eligibility standards for free or reduced price meals. A parent has the right to appeal to the superintendent any decision with respect to his/her application for free or reduced price food services.
- Schools will send applications for reimbursable meal programs to families at the beginning of the school year and make applications available on the District website if a Community Eligibility Provision is not in place.
- The school will maintain the confidentiality of students applying for or receiving free and reduced-price meals in accordance with the National School Lunch Act.

**Equipment and Facilities:** Food service equipment and facilities will meet applicable local and state standards concerning health, safe food preparation, handling and storage, drinking water, sanitation, and workplace safety.

**Prices:**

- Meal prices for both students and adults will be established by the nutrition service director, with the approval of the Board of Education. Food prices are communicated to students and parents and are posted in each cafeteria.
- District pricing strategies will encourage students to purchase full meals and nutritious items.
- Under federal law, a school that operates a USDA Nutrition program is prohibited from serving free meals to any adult, except for SNS employee meals which are allowable according to USDA regulations.

**Food Substitutions:** The district will provide substitute foods to students with disabilities upon written parental permission and a medical statement by a physician that identifies the student's disability, states why the disability restricts the student's diet, identifies the major life activity effected by the disability, and states the food(s) to be omitted and the food or choice of foods that must be substituted.

**Closed Campus:** All campuses are considered a "closed-campus" during meal times. Students are not to leave campus during the lunch period unless checked out through the office.

Competitive Foods and Beverages

All competitive foods and beverages sold to students during the school day must meet or exceed the USDA's Smart Snacks standards. \*Beverage note: Smart Snacks standards allow for no-calorie, low-calorie, and caffeinated beverage options for high school students only. Please see provided link below for Smart Snacks details.

*Smart Snacks Standards:* <https://www.fns.usda.gov/school-meals/tools-schools-focusing-smart-snacks>

*Smart Snacks Product Calculator:* <http://rdp.healthiergeneration.org/calc/calculator/>

Other Foods Provided at School

Other foods and beverages provided (not sold) on campus (e.g., for classroom parties, celebrations, and afterschool-programming) must meet the USDA's Smart Snacks standards and be store bought. However, schools may allow exemptions for up to two celebrations during the school year, during which the foods and beverages served are not required to meet the Smart Snack standards. A list of ideas for healthy food as well as non-food alternatives for classroom parties, celebrations, and after-school programming will be included in the student handbook, provided to parents and teachers, and available on the District Health and PE web page.

Fundraising on Campus During the School Day

The District encourages fundraisers that promote physical activity or that do not sell food. Only fundraisers that feature foods and beverages that meet the Smart Snacks standards will be permitted. Schools may allow up to two exempt fundraisers per semester that do not meet Smart Snacks standards.

In accordance with the State Board of Education guidelines:

- Each school site shall designate a Smart Snacks in School Exempt Fundraiser contact person who shall be responsible for maintaining up-to-date documentation regarding each exempt fundraiser held at the school site.
- Each individual exempt fundraiser documentation must be kept on file at the school site showing:
- The school organization, activity, class or other group that benefits from the fundraiser.
- The date(s) the fundraiser is conducted, with the duration not to exceed 14 days.

**NOTE:** Exempt fundraisers are prohibited from taking place anywhere on school campus while meals under the National School Lunch, School Breakfast, and After-School Snack Programs are being served to students—THIS INCLUDES VENDING MACHINES.

#### After-School Concessions and Fundraising

Foods and beverages offered at after-school concessions or as part of fundraisers held outside of school hours are encouraged to comply with the USDA's Smart Snack standards. At least 25% of after-school fundraisers should be non-food fundraisers or promote physical activity.

#### Nutrition Education

Schools will offer nutrition education to all grades (K-12), providing students the knowledge and skills necessary for lifelong healthy eating behaviors, including the following:

- What it means to eat healthfully, consume the proper nutrients, and maintain a wholesome and balanced diet.
- How to read food labels.
- How to recognize unhealthy food marketing tactics.

In addition, schools will ensure that nutrition education:

- Complies with state learning objectives and standards, is sequential, and comprehensive in scope.
- Provides opportunities for students to practice and apply the skills and knowledge taught in the classroom. (e.g., by using the cafeteria as a learning lab, visiting local farms, etc.).
- Is made available for staff.
- Is promoted to families and the community.
- Is integrates into the instruction of other subject areas where possible.
- Involves School Nutrition Services in the organization and participation of educational activities to support healthy eating behaviors and food safety.
- Maintains consistent nutritional messages throughout the school, classroom, dining area, and school events.

#### Rewards and Punishment

Food, beverages, and candy will not be used to reward or punish academic performance or student behavior. Reward exceptions are allowed when required by a student's IEP, 504, or behavior management plan.

#### Nutrition and Healthy Food Promotion

The District will promote healthy food and beverage choices and appropriate portion sizes by doing the following:

- Exhibiting posters, signs, or other displays on the school campus that promote healthy nutrition choices.
- Providing age-appropriate activities, such as contests, food demonstrations, and taste-testing that promote healthy eating habits.
- Offering information to families (via communications with parents, educational workshops, screening services, and health-related exhibitions and fairs) and encouraging them to teach their children about nutrition and healthy eating behaviors.
- Encouraging school staff to display healthy eating habits and physical activity choices to students (e.g., by eating with students during meal times, consuming only healthy snacks, meals, and beverages in front of students, sharing positive experiences with physical activity with students, etc.).

- Forming partnerships with nutrition service providers (e.g., qualified public health and nutrition professionals) to provide screening, referral, and counseling for nutritional problems.  
Making information available to families about supplemental nutritional services in the community (e.g., SNAP, local food pantries, Child and Adult Care Food Programs)
- Encouraging parents to send healthy snacks/meals to school.
- Inviting families to attend exhibitions of student nutrition projects or health fairs.
- Promote nutrition education activities that students can do with their families (e.g., reading and interpreting food labels, reading nutrition-related newsletters, preparing healthy recipes, etc.).
- Encouraging school staff to cooperate with other agencies and community groups to provide opportunities for student volunteer or paid work related to nutrition, as appropriate.
- Ensuring schools apply for the Fresh Fruit and Vegetable Program (FFVP) Grant.
- Making USDA's After-School Snack Program (ASSP) available to qualifying after-school programs.

#### Food and Beverage Marketing

Only foods and beverages that meet the USDA's Smart Snacks standards may be marketed in schools. Marketing includes the advertising on any property or facility owned or leased by the school district or school and used at any time for school-related activities (including school buildings, athletic fields, parking lots, school buses, vending machines, scoreboards, signs, sports equipment, uniforms, educational materials, supplies, and school publications). If the non-compliant advertising is a permanent feature of a permanent fixture (e.g., a scoreboard), such advertising can remain until the permanent fixture is removed or replaced.

#### Staff Qualifications and Training

- The District will follow the USDA's Professional Standards for State and Local Nutrition Programs in selecting local school nutrition program directors.
- To meet USDA professional development standards, food service and other relevant staff will receive training and support in basic nutrition, nutrition education, safe food preparation, and nutrition standards for healthy meals and snacks.
- The District will require all personnel in School Nutrition Services to complete annual continuing education and training.
- School Nutrition Services Staff will organize and participate in educational activities that support healthy eating behaviors and food safety.

#### Farm-to-School Programs and School Gardens

- The District will allow school gardens on District property.
- The District will dedicate resources (e.g., tools, materials, volunteer hours, etc.) to build a school garden on District property.
- The District will incorporate local and/or regional products into the school meal program. (See Food Procurement Policy C-27)
- Schools are encouraged to take field trips to local farms.
- As part of their education, students will learn about agriculture and nutrition.

**PHYSICAL EDUCATION AND PHYSICAL ACTIVITY**

The District will ensure that all elementary school students (K-5) participate in a minimum of 60 minutes of physical activity each day, whether through physical education, exercise programs, after-school athletics, fitness breaks, recess, classroom activities, or wellness and nutrition education. Healthy and Fit School Advisory Committees are encouraged to create a Comprehensive School Physical Activity Program.

(<https://www.cdc.gov/healthyschools/physicalactivity/cspap.htm>)

**Recess**

The District will require schools to provide elementary school students (k-5) at least 20 minutes of recess each day (in addition to the Physical Education requirements). In order to support the schools in providing 20 minutes of recess each day, the district will develop indoor recess guidelines to ensure students can have adequate physical activity on days when recess must be held indoors (See indoor recess guidelines and resources at <https://www.okcps.org/Page/2406>). Additionally, schools are encouraged to hold recess before lunch, in order to increase food consumption, reduce waste, and improve classroom attentiveness when students return from lunch.

**Physical Activity Breaks**

The District will require schools to provide all students (K-12) short breaks (three to five minutes) throughout the day to let them stretch, move around, and break up their time spent sitting. These physical activity breaks may take place during and/or between classroom times.

**Physical Education (PE)**

The District will require all schools to establish a comprehensive, standards-based PE curriculum for each grade (K-12). Elementary school students (K-5) will participate in at least 60 minutes of PE per week throughout the entire school year. Middle and high school students (6-12) that participate in PE will participate in at least 225 minutes of PE per week throughout the semester. In addition, the following requirements apply to all PE classes:

- Students will be given the opportunity to participate in many types of physical activity, including age appropriate instruction, practice in basic movement and fine motor skills, progressive physical fitness and wellness activities, and both cooperative and competitive games.
- Schools will ensure that PE classes and equipment afford all students (K-12) an equal opportunity to participate in PE.
- Students will engage in moderate to vigorous physical activity for more than 50 percent of the PE class time.
- PE classes will have a teacher/student ratio comparable to core subject classroom size.
- PE classes will follow the Oklahoma Academic Standards for Physical Education (<https://www.okcps.org/Page/3153>).
- Only medical waivers/exemptions from participation in physical education shall be allowed.
- The following activities will qualify as a PE substitution for grades 9-12: Musical Theatre, Show Choir, Concert Band I,II,III, AND IV.

**Teacher Qualifications, Training, and Involvement**

- Teachers will receive training on how to integrate physical activity into the curriculum. Some portion of this training will be incorporated into annual professional development.
- Schools will allow teachers the opportunity to participate in or lead physical activities before, during, and after school.
- PE classes will be taught by licensed teachers who are certified or endorsed to teach PE.
- The District shall seek and provide ongoing in-service and professional development training opportunities for physical educators.

**Punishment and Reward**

- Physical activity will not be used or withheld as punishment. (This does not apply to participation on sports teams that have specific academic requirements.)
- The District will provide a list of alternative ways for teachers and staff to discipline students.
- The District will strongly encourage teachers to use physical activity (e.g., extra recess) as a reward.

Grounds, Facilities, and Equipment

The District will ensure the availability of proper equipment and facilities that meet safety standards and will conduct necessary inspections and repairs.

Community Use of Recreational Facilities

The District will encourage school staff, students, and their families to participate in physical activity outside of the school day. Regarding the use of school facilities during non-school hours, the District will allow out of school time use in accordance with state law and District policies and procedures. Refer to board policy D-09 Use of School Facilities.

Active Transportation

The District will do the following:

- Encourage schools to work with local officials to designate safe or preferred routes to school.
- Promote National and International Walk and Bike to School Week/Day and provide pedestrian safety education.
- Encourage children and their families to walk or bike to and from school and for parents to supervise groups of children who walk or bike together.
- Provide bike racks for students, faculty, and staff.

Physical Activity Programing

The District is encouraged to provide additional opportunities for physical activity such as:

- Inclusive intramural programs.
- Standardized and adequate co-curricular physical activity programs.
- Physical activity clubs that promote the development of skills needed to participate in lifetime physical activities.

Before and After-School Programs - Physical Activity and Screen Time

The following is required for all before and after-school programing:

- Dedicate at least 20% or at least 30 minutes (whichever is more) of program time to being active, including a mixture of moderate to vigorous physical activity.
- Utilize outdoor space for physical activity as much as possible each day (weather permitting and with appropriate protection from the elements).
- Provide equal opportunities for children and youth with disabilities to be physically active.
- Encourage staff to join the children and youth in physical activity whenever possible.
- Limit screen time to less than 60 minutes per day to be used only for homework and other educational or physical activity purposes.

**OTHER ACTIVITIES THAT PROMOTE SCHOOL WELLNESS**Employee Wellness

The District recognizes employee health is essential to student health and to creating healthy school environments. Accordingly, the District will implement an employee wellness program that promotes healthy eating, physical activity, and overall health. The District may partner with community agencies and organizations to assist in providing education, services, and resources for staff.

The District will do the following to support staff wellness:

**Nutrition**

- Encourage those foods and beverages that meet Smart Snacks standards at all staff meetings, trainings, special occasions (e.g., birthdays and retirement parties), and other workplace gatherings.
- Provide employees with access to a refrigerator, microwave, and sink with a water faucet.
- Provide or partner with community organizations or agencies to offer nutrition education through activities such as seminars, workshops, classes, meetings, and newsletters.
- Partner with community organizations or agencies to offer staff accessible and free or low-cost healthy eating/weight management programs.

**Physical Activity**

- Promote walking meetings.
- Encourage 10-minute physical activity breaks into every hour of sedentary meetings, trainings, and other workplace gatherings.
- Provide access to on-campus athletic facilities, such as gyms, running tracks, basketball courts, and tennis courts.
- Promote employee participation in physical activity by creating exercise clubs or groups and/or sponsoring employee sports teams.
- Use posters, pamphlets, and other forms of communication to promote physical activity (including stairwell use, if applicable).
- Provide information about local physical activity resources and facilities, such as walking trails, community parks and recreational facilities.

**General Wellness**

- Partner with community organizations or agencies to offer voluntary health screenings annually to staff, including free or low-cost health assessments.
- Partner with community organizations or agencies to provide stress management programs annually to staff.
- Promote tobacco prevention and provide referral information on cessation services through the Oklahoma Tobacco Helpline (1-800-QUIT NOW).
- Provide access to a private space (other than a restroom) that has an electrical outlet, and provide flexible paid or unpaid break times to allow mothers to express breast milk and/or breastfeed.
- Partner with community organizations or agencies to offer immunization clinics to staff.
- Provide or partner with community organizations or agencies to offer free or low-cost first aid and CPR training for staff.

Professional Development

The District will provide staff with educational resources and annual training in health and health-related topics.

Health Education

Where applicable, schools' health education curriculums will follow the Oklahoma Academic Standards.

<https://www.okcps.org/Page/3153>

**IMPLEMENTATION, MONITORING AND EVALUATION**

Leadership

The District will designate one or more official(s) to facilitate the development of the local school wellness policy, oversee appropriate updates to the policy, and ensure each school's compliance with the policy. The District will ensure that the designated officials fully understand the federal and state laws related to wellness policies.

Name	Position	Contact Email
Catherine Panfilio	Nutrition Manager, School Nutrition Services	capanfilio@okcps.org
Dawn Chernicky	Wellness Committee Chair	dwchernicky@okcps.org
	Principal or designee at each school site	

Assessments, Revisions, and Policy Updates

At least once every three years, the District will measure the extent to which schools are in compliance with the local wellness policy, as well as progress made in attaining the policy's goals. Additionally: The District will assess how its policy compares with the latest national recommendations on school health, and will update the policy accordingly.

The District will inform and update the public about the content and implementation of the local wellness policy (via the District's website, handouts, newsletters sent directly to families' homes, etc.).



Community Involvement

The District will permit parents, students, representatives of the school food authority, physical education teachers, school health professionals, the school board, school administrators, and the general public to serve on the local school wellness policy committee and participate in the development, implementation, review, and update of the local school wellness policy. To encourage broad public participation in the process, the District will do the following:

- Actively notify parents and the broader community about the content and implementation of as well as any changes made to the wellness policy, whether through electronic communications (e.g., email, District website, etc.), non-electronic means (e.g., mailings, presentations, etc.), or both.
- Ensure that all outreach and communication is culturally appropriate and translated as needed.
- Educate community stakeholders on how they can participate in the development, implementation, review, and update of the wellness policy and let them know why their participation is important to the health and wellness of students and the broader community.

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