

Jackson-Madison County Schools Wellness Policy Procedures and Guidelines

Jackson-Madison County Schools (hereto referred to as JMCSS) is committed to the optimal development of every student. JMCSS believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year.

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. Conversely, less-than-adequate consumption of specific foods including fruits, vegetables, and dairy products, is associated with lower grades among students. 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.

JMCSS's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions are outlined in these guidelines. Specifically, goals and procedures ensure that:

- Students in JMCSS have access to healthy foods throughout the school day—both through reimbursable school meals and other foods available throughout the school campus—in accordance with Federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active before, during, and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of the JMCSS in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- JMCSS establishes and maintains an infrastructure for management, oversight, implementation, communication about and monitoring of the policy and its established goals and objectives.

This policy applies to all students, staff, and schools in the JMCSS. Specific measurement goals and outcomes are identified within each section below.

I. School Wellness Committee: ***Committee Role and Membership***

The JMCSS will convene a representative district wellness committee that meets to establish goals for and oversee school health and wellness policies and programs, including development,

monitoring, implementation, and periodic review and update of this district-level wellness policy. The JMCSS wellness committee will represent all school levels and include, but not limited to: parents and caregivers; students; coordinated school health coordinator, school nutrition director; school nutrition manager, physical education teachers, health education teachers, school health professionals, school counselors, school administrators, school board members, health professionals, and the general public. To the extent possible, the JMCSS wellness committee includes representatives from each school and reflects the diversity of the community.

Leadership

The Coordinated School Health Coordinator or designee(s) will convene the JMCSS wellness committee and facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the policy. An updated list to include names, titles and contact information for various roles on the committee will be provided to committee members/schools and available for release by the Coordinated School Health Coordinator upon request.

II. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement:

Implementation

The JMCSS will develop and maintain a plan for implementation to manage and coordinate the execution of the wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school. It includes 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.

The Wellness Policy, its assessment and other wellness related information is located on the JMCSS website – www.jmcss.org.

Recordkeeping

The JMCSS will retain records to document compliance with the requirements of the wellness policy at the Coordinated School Health Coordinator's office at the JMCSS Board of Education. Documentation maintained in this location will include but not be limited to:

- The written wellness policy;
- Documentation demonstrating that the policy has been made aware to the public;
- Documentation of efforts to review and update the JMCSS Wellness Policy; including an indication of who is involved in the update and methods of the district uses to make stakeholders aware of their ability to participate on the JMCSS wellness committee;
- Documentation to demonstrate compliance with the annual public notification requirements;
- Documentation of the most recent assessment on the implementation of the JMCSS wellness policy and of its public access.

Annual Notification of Policy

The JMCSS will actively inform families and the public each year of basic information about the

wellness policy including its content, any updates to the policy and implementation status. The JMCSS will make this information available via the district website and/or district-wide communications. The JMCSS will provide as much information as possible about the school nutrition environment. This will include a summary of the JMCSS events or activities related to the wellness policy implementation. Information on how the public can become involved with the school wellness committee will also be available on the district website. Public participation is welcomed and encouraged.

Triennial Progress Assessments

At least once every three years, or as necessary the JMCSS will evaluate compliance with the JMCSS wellness policy to assess the implementation of the policy and include:

- The extent to which schools under the JMCSS jurisdiction are in compliance with the district's wellness policy;
- The extent to which the JMCSS wellness policy compares to a model wellness policy; and; and
- A description of the progress made in attaining the goals of the JMCSS wellness policy.

The Coordinated School Health Coordinator or designee will be responsible for managing the triennial assessment. The JMCSS Wellness Committee, in collaboration with individual schools, will monitor schools' compliance with the JMCSS wellness policy. The JMCSS will actively notify households/families of the availability of the triennial progress report. The assessment will be public via the JMCSS website.

Revisions and Updating the Policy

The JMCSS wellness committee will update or modify the wellness policy based on the results of monitoring, reviews and triennial assessments and/or as the JMCSS 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. **The JMCSS wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.**

Community Involvement, Outreach and Communications

JMCSS is committed to being responsive to community input, which begins with the awareness of the wellness policy. Annually, at a minimum, JMCSS will actively communicate ways in which representatives of the district's wellness committee and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means via electronic mechanisms as well as non-electronic mechanisms to support the district's wellness policy. The JMCSS will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools communicate important school information with parents and/or households.

III. Nutrition:

School Meals

JMCSS is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have

zero grams *trans*-fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program, the School Breakfast Program, Afterschool Snack Program, and Fresh Fruit and Vegetable Program at applicable elementary schools. The JMCSS also operates additional nutrition related programs and activities including Breakfast in the Classroom, and farm to school programs.

All school meal programs within the JMCSS are committed to offering school meals that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Provide ample dining room space and serving areas to ensure student access to school meals in a timely manner;
- Are in compliance with local and state regulation regarding safe food preparation, handling, storage and in accordance with all Hazard Analysis and Critical Control Procedures (HACCP);
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations.
- Offer a variety of fruits and vegetables daily, including at least one fresh fruit or vegetable daily;
- Serve a variety of milk, including low-fat unflavored and fat-free flavored and unflavored on a daily basis;
- Promote healthy food and beverage choices using [Smarter Lunchroom techniques](#):
 - At least two different kinds of fruits are offered daily
 - Whole fruit options are attractively displayed
 - Sliced or cut fruit is available daily
 - At least two different kinds of vegetables are offered daily
 - Pre-packaged salads are offered weekly at the elementary schools and pre-packaged and/or salad bars are offered daily at middle and high schools
 - Cafeteria serving staff have been trained to politely prompt students to select and consume the daily vegetable options with their meal
 - Unflavored milk is placed in front of flavored milk in all milk coolers
 - Taste testing opportunities and surveys 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
- Menus will be posted on the JMCSS website
- Menus will be created/reviewed by a Registered Dietitian or other certified nutrition professional.
- School meals are administered by a team of child nutrition professionals.
- The JMCSS school nutrition program will accommodate students with special dietary needs, food intolerances or food allergies when a special diet prescription form is completed by a recognized medical authority.
- Students are served lunch at a reasonable and appropriate time of day.

- 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.
- Local and/or regional products are incorporated into the school meal program.

Staff Qualifications and Professional Development

School nutrition professionals will administer the school meal programs. As part of the JMCSS responsibility to operate a federally funded USDA meal program, the district will provide continuing professional development for all school nutritional professionals in schools as outlined in the USDA Professional Standards for Child Nutrition Professionals. Staff development programs will include appropriate certificate and/or training programs according to level of responsibility. All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the [USDA professional standards for child nutrition professionals](#).

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus. JMCSS will make drinking water available without restriction wherever meals and afterschool snacks are served.

- All water sources will be maintained on a regular basis to ensure good hygiene standards.
- Water cups/dispensers will be available in the cafeteria if a drinking fountain is not present or immediately adjacent to the food service or afterschool snack serving area.

Competitive Foods and Beverages

JMCSS is committed to ensuring that all foods and beverages available to students on the school campus "during the school day" support healthy eating. The foods and beverages sold and served outside of the USDA school meal programs (including vending, a la' carte, student stores and fundraising) during the school day will be consistent with the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthy foods during the school day and create an environment that reinforces the development of healthy eating habits. ***Fast food will not be allowed. Parents or others are not to deliver fast foods to the students during meal times or during the school day.***

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>. The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at www.healthiergeneration.org/smartsnacks.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, a' la carte options in cafeterias, vending machines, school stores and snack or food carts.

Celebrations and Rewards

Foods or beverages will not be used as a reward or withheld as a punishment for any reason, such as for performance and/or behavior.

1. Celebrations and parties. JMCSS will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. Healthy party ideas from the [Alliance for a Healthier Generation](#) and from the [USDA](#).
2. Classroom snacks brought by parents. JMCSS will provide to parents a [list of foods and beverages that meet Smart Snacks](#) nutrition standards; and
3. Rewards and incentives. JMCSS will provide teachers and other relevant school staff a [list of alternative ways to reward children](#).

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus “during the school day”. JMCSS will make available to parents and teachers a list of healthy fundraising ideas and encourage those that promote physical activity (such as walk-a-thons, Jump Rope for Heart, fun runs, etc.). JMCSS will follow the state’s special exemptions for infrequent school-sponsored fundraisers that sell foods or beverages that do not meet the nutrition standards for Smart Snacks. Such specially exempted fundraisers shall take place no more than twenty (20) days per semester per school site. No specially exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service period. The principal of the school shall ensure that the twenty (20) day limit per semester is not exceeded.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout 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 and teachers, parents, students, and the community. For this reason, marketing of unhealthy non-smart snack compliant foods and beverages is prohibited.

The JMCSS will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

- Implementing at least ten or more evidence-based healthy food promotion techniques through the school meal programs using [Smarter Lunchroom techniques](#);
- Displaying nutrition-related posters throughout the cafeteria serving and dining areas;
- Seeking opportunities to procure locally sourced food items to feature on the monthly menu;
- Annually celebrating National School Lunch Week and School Breakfast Week;
- Regularly update the website to promote awareness and provide resources to the community;
- Ensure that all schools are USDA Team Nutrition Schools; and
- Promoting foods and beverages that meet the USDA Smart Snacks in School nutrition standards.

Nutrition Education

The JMCSS will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products;
- Emphasizes caloric balance between food intake and energy expenditure (promote physical activity/exercise);
- Links school meal programs and cafeteria nutrition promotion activities;
- Integrates nutrition into health education in Grades PK-Grade 8 curriculum to help students understand the relationship of nutrition to healthful living. (State curriculum guidelines for specific objectives for each grade level). The “Take 10” and “Go Noodle!” curriculums will be used to help meet this goal.
- Integrates nutrition into health education in Grades 9-12 Lifetime Wellness curriculum to help students determine the effects of nutritional choices that contribute to an improved quality of life; and
- Includes nutrition education training for teachers and other staff.

Essential Healthy Eating Topics in Health Education

JMCSS health education curriculum will include the following essential topics on healthy eating:

- Eating a variety of foods every day
- Eating more fruits, vegetables, and whole grain products
- Importance of water consumption
- Importance of eating breakfast
- Reducing sodium intake
- Eating more calcium-rich foods
- Balance of food intake and physical activity
- Accepting body size differences
- The relationship between healthy eating and personal health and disease prevention
- Risks of unhealthy weight control practices
- Food safety
- Making healthy choices when eating at restaurants
- The Dietary Guidelines for Americans
- Social influences on healthy eating, including media, family, peers, and culture
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others’ healthy dietary behavior

USDA’s Team Nutrition website will be a resource for free nutrition education and promotion materials, including standards-based nutrition education curricula and lesson plans, posters, interactive games, menu graphics, and more.

Food and Beverage Marketing in Schools

The JMCSS 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 JMCSS strives to teach students how to make informed choices about nutrition, health, and physical activity. It is the intent of the JMCSS to protect and promote student’s health by permitting advertising and marketing for only those foods and beverages that meet the nutrition standards for school meals or Smart Snacks Guidelines. School-based marketing of brands promoting predominantly low-nutrition foods and beverages is unallowable. The promotion of healthy foods, including fruits, vegetables, whole grains and low-fat dairy products is encouraged.

Food and beverage marketing often includes an oral, written, or graphic statement designed to promote the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes but is not limited to the following:

- Brand names, trademarks, logos or tags, except on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors.
- Corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash containers, and other food service equipment.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests, or coupons of a product, or free samples displaying advertising of a product.

As the JMCSS school nutrition services, athletics and Parent/Teacher Organizations review existing contracts and consider new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines establish by the JMCSS wellness policy.

IV. Physical Activity:

JMCSS recognizes that physical activity is extremely important to the overall health of a child. The district will ensure that schools integrate the following periods of physical activity into the instructional day for all students. Tennessee requirements for physical activity are as follows:

- For elementary school students, a minimum of one hundred thirty (130) minutes of physical activity per full school week;
- For middle and high school students, a minimum of ninety (90) minutes of physical activity per full school week;
- For elementary school students, at least one (1) fifteen minute period of physical activity per day;
- Physical activities shall promote fitness and well-being and shall compliment and expand upon the JMCSS Coordinated School Health program. Activities that may be used to meet the requirements for physical activity include but are not limited to: walking, jumping rope, playing volleyball, recess, free play, *Go Noodle*, *Spark*, *Brain Breaks*, *Action for Healthy Kids*, etc., or physical activity that takes place during physical education class;
- Walking to and from class is not considered physical activity and shall not be counted toward the required minutes for physical activity;
- Physical activity shall not be withheld from a student as a punishment, however this does not include participation on sports teams that have specific academic requirements; and

- Physical activity is separate and distinct from physical education. The requirements for physical activity may work in conjunction with the school's physical education program, but shall not replace the current physical education program in a school.

To the extent practicable, the JMCSS will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The JMCSS will conduct routine inspections and make necessary repairs/replacements.

Physical Education

In addition to the integration of physical activity into the instructional school day, JMCSS elementary schools require each student to participate in a physical education class that meets at least two (2) times per full school week during the school year. The total physical education class time each full school week shall be no less than sixty minutes. The physical education class shall meet the needs of students of all physical activity levels, including students with disabilities who shall participate in moderate physical activities as determined by IDEA, or the student's individualized education program. An accommodation or alternative physical activity shall be provided for children with disabilities, when necessary. The physical education class shall be taught by a licensed teacher with an endorsement in physical education or by a specialist in physical education. Additionally, a student shall be excused from a physical education class for medical reasons

The JMCSS shall provide all students equal opportunity to participate in physical education classes, using age-appropriate, sequential physical education curriculum materials consistent with national and state standards for physical education. The Tennessee Health Education and Lifetime Wellness Standards curriculum promotes the benefits of a physically active lifestyle and helps students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts.

It is divided into three (3) parts to represent each of the following grade bands: Grades K-5, Grades 6-8, and Grades 9-12. Knowledge or behavioral outcomes of a student at the completion of a grade or course standard are observable and measurable and therefore can be assessed.

The JMCSS physical education program will promote student physical fitness through individualized fitness and activity assessments (via the [Presidential Youth Fitness Program](#) or other appropriate assessment tools) and will use criterion-based reporting for each student.

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.

Essential Physical Activity Topics in Health Education

The JMCSS will include in the health education curriculum the following essential topics on physical activity:

- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise, and fitness
- Phases of an exercise session, that is, warm up, workout, and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching

- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia, and sunburn while being physically active
- Social influences on physical activity, including media, family, peers, and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity

Classroom Physical Activity Breaks (Elementary and Secondary)

The JMCSS recognizes that students are more attentive and ready to learn if provided with periodic breaks when they can be physically active or stretch. Thus, students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The JMCSS recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classroom time. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

Recess (Elementary)

Elementary schools will offer at least 20 minutes of supervised recess on all days during the school year. This policy may be waived on early dismissal or late arrival days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms to ensure proper hygiene prior to eating. Outdoor recess will be offered when weather is feasible for outdoor play. In the event that the school must conduct indoor recess, teachers and staff will promote physical activity for students to the extent practicable. Recess will complement, not substitute, physical education classes. 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.

Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into subject instruction when possible (e.g., science, math, language arts, social studies, and others) and do their part to limit sedentary behavior during the school day. Teachers will serve as role models by being physically active alongside the students whenever feasible.

V. Other Activities that Promote Student Wellness

The JMCSS will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The JMCSS will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

All efforts related to obtaining federal, state, or local recognition for incentive awards, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the JMCSS wellness committee and School Health Advisory Councils.

Community Partnerships

The JMCSS will develop, enhance, or continue relationships with community partners (i.e. hospitals, universities/colleges, local businesses, etc.) in support of the JMCSS wellness policy's

implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion and Engagement

JMCSS will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities, and will receive information about health promotion efforts. Such opportunities include health fairs and emails displaying notices on the district's website as well as non-electronic mechanisms, such as newsletters, presentations or sending information home to parents.

Staff Wellness and Health Promotion

JMCSS promotes staff member participation in health promotion programs and will support programs for staff members on voluntary health and wellness assessments (e.g., blood pressure, blood cholesterol, BMI) promote programs to increase exercise, weight management, good nutrition and stress management, and disseminate staff wellness materials from the district.