

Philosophy: The Board of the School Trustees of Vincennes Community School Corporation supports the health and well-being of the school corporation students by promoting nutrition and physical activity at all grade levels.

Therefore, in accordance with the Child Nutrition Reauthorization Act, it is the policy of the Board to:

Statement of Purpose: Provide students access to healthy foods and beverages; provide opportunities for developmentally appropriate physical activity; and require that all meals served by the school corporation meet or exceed the federal nutritional guidelines issued by the U.S. Department of Agriculture. A Coordinated School Health Advisory Council will be formed and maintained to oversee these activities, with the implementation of guidelines overseen by the building principal of each school.

I. Coordinated School Health Advisory Council

Vincennes Community School Corporation will engage students, parents/guardians, teachers, food service professionals, health professionals and other interested community members in developing, implementing, monitoring and reviewing corporation-wide nutrition and physical activity policies. A Coordinated School Health Advisory Council will be formed and maintained at the corporation level to oversee the development, implementation and evaluation of the school corporation's wellness policy.

A. In accordance with Indiana Code 20-26-9-18, the school corporation will form and maintain a corporation level Coordinated School Health Advisory Council that includes at least the following:

- Parents/Guardians
- Food service directors and staff
- Students
- Health care professional/Registered dietitians
- School board members
- School administrators
- Any interested members of the general public
- Representatives of interested community organizations

Other potential members of the Council include teachers (especially physical education teachers), school nurses, teaching assistants, and community representatives such as recreation professionals and voluntary service workers.

B. The Advisory Council shall meet annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Council shall meet as needed during the school year to discuss implementation activities and address barriers and challenges.

C. The Advisory Council shall report annually to the Superintendent and School Board on the implementation of the wellness policy and include any recommended changes or revisions.

- D. The school Board will adopt or revise nutrition and physical activity policies based on recommendations made by the Advisory Council.
- E. The School Wellness Policy shall be made available to students and families by means of school registration, the student handbook and the corporation's website.

II. Nutrition Education

Nutrition topics shall be integrated within the comprehensive health education curriculum and taught at every grade level (K-12) according to standards of the Indiana Department of Education. School will link nutrition education activities with existing coordinated school health programs or other comparable comprehensive school health promotion frameworks.

- A. Nutrition education will be provided as part of the Comprehensive Health Education Program.
 - 1. Health education will be taught by a licensed health education instructor.
 - 2. The school corporation will provide nutrition education training opportunities to teachers and staff for all grade levels.
 - 3. Nutrition education will include lessons that cover topics such as how to read and use food labels, choosing healthy options and portion control.
 - 4. School staff will collaborate with community groups and organizations to provide opportunities for student projects related to nutrition (i.e., cultivating school gardens, reading food labels and maintaining a caloric balance between food intake and physical activity/exercise).
 - 5. Nutrition education resources will be provided to parents/guardians through handouts, website links, school newsletters, presentations and any other appropriate means available to reach parents/guardians.
 - 6. Nutrition educators will partner with the staff of the school food service program to use the cafeteria as a learning lab. Healthy items, such as salads and fruits, will be displayed prominently in cafeterias to make healthier choices more appealing.
 - 7. Nutrition labels will be provided on all foods to allow students to easily identify healthier foods.

Foods of minimal nutritional value, including brands and illustrators, shall not be advertised or marketed in educational materials.

III. Standards for USDA Child Nutrition Programs and School Meals

Vincennes Community School Corporation will provide and promote the National School Lunch and Breakfast Programs to ensure that all students have access to healthy foods to support healthier choices and promote optimal learning.

A. School Meal Content

- 1. Meals served through the National School Lunch and Breakfast Programs will:
 - *Be appealing and appetizing to children;
 - *Meet, at a minimum, the nutrition requirements established by the USDA for federally funded programs;

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- *Contain 0 percent trans fats;
- *Offer a variety of fruits and vegetables;
- *Contain only low-fat (1%) and fat-free milk and nutritionally equivalent non-dairy alternatives (as defined by the USDA); and
- *Include whole grains for at least half of all grains served.

2. All cooked foods will be baked, steamed, or prepared by other healthier methods. Proper procurement procedures and preparation methods will be used to decrease excess fat, calorie, and sodium levels in food.
3. Schools are encouraged to purchase or obtain fresh fruits and vegetables from local farmers when practical.
4. Students will have the opportunity to provide input on local, cultural and ethnic favorites.
5. The food services department shall provide periodic food promotions that will allow for taste testing of new healthier foods being introduced on the menu.
6. Special dietary needs of students will be considered when planning meals, according to the document *Accommodating Children with Special Dietary Needs in the School Nutrition Programs*.
7. The food services department will share and publicize information about the nutritional content of meals with students and parents/guardians. The information will be available in a variety of forms that can include handouts, the school website, articles, school newsletters, presentations that focus on nutrition and healthy lifestyles, and through any other appropriate means available to reach families.

B. School Meal Participation

1. To the extent possible, schools will provide the USDA School Breakfast Program to all students.
2. To the extent possible, schools will utilize methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, serving “on-the-go” breakfasts and arranging transportation schedules to allow for earlier arrival time.
3. Schools will inform families of the availability and location of Summer Food Service program meals, in accordance with the Healthy, Hunger-Free Kids Act of 2010. Schools in which more than 50 percent of students are eligible for free or reduced-priced school meals will sponsor the Summer Food Service Program when feasible.
4. Schools will provide the After School Meal Program, when it becomes available, in accordance with the Healthy, Hunger-Free Kids Act of 2010.

C. Mealtimes and Scheduling

1. Adequate time will be provided to students to eat lunch (at least 20 minutes after obtaining food) and breakfast (at least 10 minutes after obtaining food).
2. Elementary schools will schedule recess before lunch if possible.
3. School meals will be served in clean and pleasant settings.
4. Students will have convenient access to hand-washing and sanitizing stations.

5. Potable (drinking) water must be readily available at all mealtimes.
6. Appropriate supervision will be provided in the cafeteria and rules for safe behavior shall be consistently enforced.

D. Professional Development

1. Professional development and training will be provided at least annually to food service managers and staff on proper food handling techniques, healthy cooking practices, and promotion of healthy eating.

IV. Nutrition Standards for Competitive and Other Foods and Beverages

Vincennes Community School Corporation will provide and allow foods and beverages that support proper nutrition and promote healthy choices in vending machines, school stores and concession stands, or as school fundraisers, after-school care, enrichment programs, and classroom celebrations.

A. Approved Nutrition Standards, based on the nutrition standards of the Institute of Medicine (2007)

1. K-12 a la carte, school vending machines and other foods outside of school meals shall be limited to:

- *No more than 30 percent of total calories from fat,
- *Less than 10 percent of total calories from saturated fats,
- *0 percent trans fats,
- *No more than 35 percent of calories from total sugars (that do not occur naturally), except for yogurt with no more than 30 grams of total sugars per 8 ounce portions as packaged,
- *No more than 200 milligrams of sodium per portion as packaged,
- *No more than 200 calories per package, and
- *At least half of the grains offered are whole grains.

2. K-12 a la carte, school vending machines and other beverages outside of school meals shall include 50% of the following in any combination:

- *Water without flavoring, additives, or carbonation
- *Low fat and nonfat milk (in 8-to-12 ounce portions)
- *100 percent fruit juice in 4-ounce portion as packaged for elementary/ middle school and 8 ounce (2 portions) for high school

B. Availability

1. In accordance with Indiana Code 20-26-9-19, a vending machine at an elementary school that dispenses food or beverage items may not be accessible to students.
2. Vending machines in middle and high school:
 - *Will not be available during mealtimes.
 - *Will contain items that meet the approved nutrition standards.

C. Concession Stands

1. The concession items sold at school-sponsored events to participants, fans and visitors shall include at least 50 percent healthy beverages and foods, according to the approved nutrition standards.

D. Classroom Celebrations

1. Classroom celebrations will focus on activities (e.g., giving free time, extra recess, music and reading time) rather than on food.
2. Food items given must meet approved nutrition standards.
3. Schools shall inform parents/guardians of the classroom celebration guidelines.

E. Food as a Reward or Punishment

1. When food is used as a reward, it must comply with the approved nutritional guideline.
2. School staff will not withhold food or drink at mealtimes as punishment.

F. Fundraisers

1. Fundraising activities will support healthy eating and wellness. Of each school organization, 50 percent of the total yearly fundraisers will be non-food items or food items that meet the approved nutritional guideline. The other 50 percent can be non-approved food items.

V. Physical Activity and Physical Education

Vincennes Community School Corporation supports the health and well-being of students by promoting physical activity through physical education, recess and other physical activity breaks; before- and after-school activities; and walking and bicycling to school. Additionally, Vincennes Community School Corporation supports physical activity among elementary students by providing them with at least 30 of the recommended 60 minutes of physical activity per day.

A. Physical Education K-12

1. All students in grades K-12 will participate in physical education in order to meet the Physical Education Standards. Also, high schools will encourage students to take more than the courses of physical education required for all Indiana diplomas.
2. Credit flexibility in physical education will be limited to elective physical education courses.
3. Physical education classes will have the same student/teacher ratio used in other classes. In Indiana, the ratio for a single school shall not exceed an average of 30 to 1.
4. The physical education program shall be provided adequate space and equipment to ensure quality physical education classes for students.

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5. Physical education will be taught by a licensed physical education instructor.
6. All staff involved in physical education will be provided opportunities for professional development focusing on physical activity, fitness, health and wellness.

B. Daily Recess and Physical Activity Breaks

1. Each elementary school shall provide daily physical activity in accordance with Indiana Code 20-30-5-7-5.
2. All elementary school students will have at least 1 period of active recess per day that is at least 20 minutes in length as recommended by the National Association for Sport and Physical Education (NASPE). This recess period will be outdoors when possible. If outdoor recess is not possible due to inclement weather, teachers will provide an indoor physical activity break in the classroom.
3. All teachers will be encouraged to use physical activity breaks during classroom time as often as possible.
4. Schools should discourage extended periods of inactivity (2 or more hours) During events such as mandatory school-wide testing, teachers will give students periodic breaks for moderate physical activity.

C. Physical Activity Opportunities Before and After School

1. Schools will offer intramurals, clubs, interscholastic sports and voluntary activities to increase opportunities for physical activity before and/or after school, taking into account student interest and supervisor availability.
2. After-school enrichment providers will include physical activity in their programs, to the extent space and equipment allow.

D. Physical Activity and Remedial Activities/Punishment

1. Students will not be removed or excused from physical education to receive instruction in other content areas.
2. School staff will not withhold physical activity (i.e., running laps, pushups) or withhold opportunities for physical activity (i.e., recess, physical education) as punishment

E. Walking and Bicycling to School

1. Where appropriate and safe, schools will allow walking and bicycling to school.
2. To the extent possible, the school corporation will make improvements so it is safer, easier and more enjoyable for students to walk and bicycle to school.
3. The school corporation will explore the availability of both local and federal funding (i.e., Safe Routes to School funds administered by the Indiana Department of Transportation) to finance such improvements.
4. Schools will promote walking and bicycling to school, including the promotion of International Walk to School Day, which falls on the first Wednesday of October each year.

VI. Staff Wellness

Vincennes Community School Corporation supports the health and well-being of our staff by creating and promoting policy and environmental supports to provide physical activity and healthy eating opportunities.

A. Nutrition and Physical Activity

1. The school corporation will promote programs to increase knowledge of physical activity and healthy eating for faculty and staff. Presentations on health and wellness will be provided at least twice each school year.
2. The school corporation benefits department will work with local fitness centers to offer reduced membership fees.
3. Schools will allow staff to use school facilities outside of school hours for activities such as group fitness classes, walking programs and individual use.
4. Staff will be encouraged to participate in community walking, bicycling or running events.
5. Staff vending machines will contain at least 50 percent healthy choices as outlined in the approved nutrition standards.
6. At least 50 percent of the food options available at staff meetings will meet the approved nutrition standards. During meetings lasting longer than one hour, staff will have the opportunity to stretch and be physically active.
7. Schools will promote breastfeeding by making reasonable efforts to provide a private location for employees to express breast milk, in accordance with Indiana Code 22-2-14-2.

VII. Evaluation

Vincennes Community School Corporation is committed to enforcing the policies and guidelines included in this document. Through implementation of the School Wellness Policy, the corporation will create an environment that supports opportunities for physical activity and healthy eating behaviors. To ensure continuing progress, the corporation will evaluate implementation efforts and their impact on students and staff.

A. Implementation and Data Collection

1. The school corporation will use an evidence-based assessment tool to track the collective health of students over time by collecting data such as body composition (height and weight), aerobic capacity, and /or muscular strength, endurance and flexibility.
2. Principals shall ensure that their schools are in compliance with the corporation's wellness policy halfway through the school year by assessing wellness implementation strategies. The principals shall then report to the superintendent, who will provide a report to the school board.
3. The evaluation of the wellness policy and implementation will be directed by

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- the Coordinated School Health (CSH) Advisory Council.
4. Policy language will be assessed each year and revised as needed.