



LAKE WALES  
CHARTER SCHOOLS

# WELLNESS POLICY

## **Preamble**

**Lake Wales Charter Schools** recognizes that good nutrition and regular physical activity affect the health and well-being of all students. Furthermore, research suggests a positive correlation between a student's health and well-being and his/her ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, supporting the development of good eating habits, and promoting increased physical activity both in and out of school.

**Lake Wales Charter Schools** is committed to creating school environments that promote and protect the overall well-being of all students and staff. The guidelines listed below encourage a comprehensive wellness approach that is sensitive to both individual and community needs.

## **Local School Wellness Policy Leadership**

### **District Level**

**Lake Wales Charter Schools** will assemble a representative wellness committee that will meet **bi-annually** (once in the fall and once in the spring) to monitor and set goals for the development and implementation of its local school wellness policy. As required by *K-20 Education Code 1003.453*, the Policy shall be reviewed annually, and an updated copy shall be sent to the Florida Department of Agriculture and Consumer Services when a change or revision is made.

The wellness committee will be comprised of school administrators, a school nurse, parents, students, school lunchroom managers, board members, support personnel, and local healthcare professionals.

## **WELLNESS POLICY COMMITTEE MEMBERS**

**Parents(s):** (needs to be updated)

**Students(s):** (to be filled when school starts)

**School Food Service:** Janice Maldonado

**Board of Trustees:** (to be filled when school starts)

**School Administrator(s):** Brittany Alexander, Shay Hixenbaugh, Blake Fann, Johnathan Hodach, Roxanne Anderson, Chenia Thate, Jason Shick

**School Nurse:** Marcia Rose

**Physical Education Staff:** Kim Campbell

**Health Education Staff:** Aaron Kehres

**Support Staff:** Terrance Burroughs

**Other Health Professionals:** Brittany Carson, PA

**Director of Food Service:** Alricky Smith

The Director of Food Service shall ensure overall compliance with the local school wellness policy and that parents, students, physical education teachers, school health officials, and other stakeholders are permitted to participate in the periodic review and updating of the local school wellness policy.

## **School Level**

Each school within **Lake Wales Charter Schools** will establish an ongoing Healthy School Team that will meet bi-annually (once in the fall and once in the spring) to ensure compliance and to facilitate the implementation of Lake Wales Charter Schools' wellness policy.

The assistant principals at each site will be designated as the Healthy School Team leader. The team leader will develop their Healthy School Team within their school's School Advisory Council. The Healthy School Team will include, but is not limited to, parents, students, school food service program representatives, school administrators, school health professionals, physical education teachers, and the general public.

The Healthy School Team leader will be responsible for ensuring compliance with federal and state regulations for competitive food and beverage items sold on the school campus (7 CFR 210.11 and FAC 5P-1.003) and maintaining a school calendar identifying the dates when exempted competitive food fundraisers will occur in accordance with the frequency specified in paragraph (c) of FAC 5P-1.003.

The Healthy School Teams will meet at least biannually (once in the fall and once in the spring) to discuss the overall compliance of the local wellness policy and the satisfaction of the school's food service program. The Healthy Team Leader will be responsible for maintaining the records of the Healthy School Team meetings and communicating their recommendations to the Food Service Director.

**Note: See Appendix E for Healthy School Team Leaders for Each School**

## **Nutrition Promotion**

Nutrition promotion can positively influence lifelong eating behaviors by creating food environments that encourage healthy choices and participation in school meal programs.

- The school environment, including the cafeteria and classroom, shall provide clear and consistent messages that promote and reinforce healthy eating.
- Students will have access to helpful nutrition information. Posters, worksheets, and brochures will be available in classrooms and throughout each school's campus.
- Schools will provide parents with healthy snack ideas, lists of foods for healthy celebrations, and opportunities for physical activity before and after school.
- Organizations operating concessions at school functions will promote healthy food choices at a lower profit margin to encourage student selection.

## **Nutrition Education**

Academic performance and quality of life issues are affected by the choice and availability of nutritious foods in our schools. Healthy foods support students' physical growth, brain development, resistance to disease, emotional stability, and ability to learn.

- The nutrition benchmarks included in Florida's Physical Education Standards shall be taught as part of the structured and systematic unit of instruction during physical education classes. They will be integrated into other subject areas (e.g., math, science) where there is a natural fit.
- Students receive nutrition education that is interactive and teaches skills they need to adopt healthy eating behaviors. Classroom lectures, activities, and student participation are provided in nutrition and health classes. Classroom written tests (such as multiple choice, essay, and fill-in-the-blank) are given in the areas of nutrition.

- Students will understand how food reaches the table and the implications that it has for their health and future. Staff shall integrate hands-on experiences such as working in a garden, cooking activities, and enrichment activities such as farmers market tours and visits to community gardens with the core curriculum. Students will receive homework supporting these activities to ensure comprehension.
- Nutrition education will teach skills that are behavior-focused. Students will be taught about calorie balance, energy expenditure, and how to read and interpret nutrition facts and labels.
- The staff responsible for nutrition education will be adequately prepared and participate regularly in professional development activities to effectively deliver an accurate nutrition education program as planned. Preparation and professional development activities will provide basic knowledge of nutrition combined with skill practice in program-specific activities and instructional techniques/strategies designed to promote healthy eating habits.

### **Physical Activity**

**Lake Wales Charter Schools** shall ensure that physical activity is an essential element of each school's instructional program. The program shall provide the opportunity for all students to develop the skills, knowledge, and attitudes necessary to participate in a lifetime of physical activity.

- All students in grades K-5 shall receive 150 minutes per week of instructional relevant physical education. For middle school physical education in grades 6-8, all students shall receive a minimum of one semester of physical education in each of the three years. In grades 9-12, students receive a minimum of one credit of physical education in senior high school as required. One semester must be personal fitness, while the second semester may be any physical education course offered by **Lake Wales Charter Schools** with the approved state course codes. (Sunshine State Standards)
- Students will have the opportunity to be involved in physical activity through physical education programs, before and after school activities, or other activity programs. Students will be encouraged to participate in community-offered fitness and athletic programs.
- Regular classroom teachers will be encouraged to provide short physical activity breaks between lessons or classes, as appropriate.

*Note: See Appendix B for additional physical activity opportunities*

### **Other School-Based Activities**

**Lake Wales Charter Schools** will integrate wellness activities across the entire school setting. These initiatives will include nutrition, physical activity, and other wellness components so that all efforts work towards the same set of goals and objectives used to promote student well-being, optimal development, and strong educational outcomes.

### **General Guidelines**

- The goals outlined by the wellness policy will be considered in planning all school-based activities (such as school events, field trips, dances, and assemblies).
- Afterschool programs will encourage healthy snacking and physical activity.
- **Lake Wales Charter Schools** shall actively develop and support the engagement of students, families, and staff in community health-enhancing activities and events at the school or throughout

the community.

- Each school within **Lake Wales Charter Schools** shall be in compliance with drug, alcohol, and tobacco-free policies.

**Note:** Lake Wales Charter Schools will review and consider evidence-based strategies and techniques in establishing goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness to include, at a minimum, a review of Smarter Lunchroom tools and techniques.

### **Eating Environment**

- Students will be provided an adequate amount of time to consume their meal with a minimum of 20 minutes after receiving their food from the line.
- Each school will provide nutritious, fresh, locally grown food that reflects Florida's bountiful harvest.
- Convenient access to facilities for hand washing and oral hygiene will be available during meal periods.

### **Recycling**

- Each school shall maximize the reduction of waste by recycling, reusing, composting, and purchasing recycled products.

### **Employee Wellness**

- **Lake Wales Charter Schools** has a staff wellness committee that focuses on staff wellness issues, identifies and distributes wellness resources, and performs other functions that support staff wellness in coordination with human resources staff. The point of contact for staff wellness is Carla Mendez.
- All staff will be provided with opportunities to participate in physical activities and healthy eating programs that are accessible and free or low-cost.

**Note:** See Appendix E for District Wellness Contact information

### **Health Services**

- **Lake Wales Charter Schools** provide health screenings in accordance with legislative mandates for Kindergarten, 1<sup>st</sup>, 3<sup>rd</sup>, and 6<sup>th</sup> grades. These screenings will include, but are not limited to, weight, height, BMI, vision, and hearing.
- **Lake Wales Charter Schools'** students and families have access to trained social workers who can assist and/or refer students and families who may need help with violence prevention, parenting skills, and/or psychological health.
- **Lake Wales Charter Schools** will offer, through their health education classes, instruction on communicable disease prevention.
- **Lake Wales Charter Schools'** District Nurse will assist families with health referrals upon request of the building principal and/or the parents.
- **Lake Wales Charter Schools** will train all staff annually on blood-borne pathogens and communicable diseases. Mandatory First Aid and CPR trainings are scheduled annually for all administrators, clinic staff, coaches, and physical education teachers. Teaching staff may sign up for the First Aid/CPR training if they desire, but it is not required.
- **Lake Wales Charter Schools** offers additional health services to the staff via United Health Care. For additional information on these services, contact Marcia Rose [at](#).

## Use of School Facilities Outside of School Hours

- Each school will promote the use of school facilities outside of school hours for physical activity programs offered by community-based organizations and for the school community's use. Parents will be allowed to bring their children to the school and have access to basketball courts, playgrounds, and track facilities.

## Behavior Management

- **Lake Wales Charter Schools** is committed to prohibiting the use of food as a reward unless incorporated into an activity that promotes positive nutrition messages (such as a guest chef or field trip to a farm).
- Teachers and other school personnel will not deny or require physical activity as a means of punishment.

## Guidelines for All Foods and Beverages Available During the School Day

**Lake Wales Charter Schools** shall operate and provide food service in accordance with USDA's National School Lunch Program (NSLP) standards and applicable laws and regulations of the state of Florida. The guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by USDA.

## General Guidelines

- All reimbursable meals will meet nutrition standards mandated by USDA, as well as any additional state nutrition standards that go beyond USDA requirements.
- School meals will include a variety of nutrient-dense foods, including whole grains and fiber-rich fruits and vegetables, while accommodating special dietary needs and ethnic and cultural food preferences.
- To the maximum extent possible, all schools in **Lake Wales Charter Schools** will participate in available federal school meal programs, including the SBP, NSLP, ASSP, and SSO.
- Free, potable water will be made available to all children during each meal service.

## Competitive Foods

- All foods and beverages sold on the school campus to students outside of reimbursable school meals are considered "competitive foods" and must comply with the nutrition standards for competitive food as defined and required in 7 CFR 210.11.

*Note: 1) School campus means, for the purpose of competitive food standards implementation, all areas of the property under the jurisdiction of the school that are accessible to students during the school day.  
2) School day means, for the purpose of competitive food standards implementation, the period from midnight before to 30 minutes after the end of the official school day.*

- Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores, snack bars, and for in-school fundraisers.
- Unless being sold by **Lake Wales Charter Schools'** food service program, it is impermissible for any competitive food item sold to students during the school day to consist of ready-to-eat combination foods of meat or meat alternate and grain products, as defined in 7 CFR 210.10 and 210.11. (FAC 5P-1.003)

- To be allowable, all competitive food items sold to students must meet general nutrition requirements and nutrient standards.

**General nutrition requirements for competitive foods**

- Be a grain product that contains 50 percent or more whole grains by weight or has whole grain as the first ingredient or
- As the first ingredient, one of the major non-grain food groups should be fruits, vegetables, dairy, or protein foods (meat, beans, poultry, seafood, eggs, nuts, seeds, etc.), or it should be a combination of food that contains 1/4 cup of fruit and/or vegetables.
- If water is the first ingredient, the second ingredient must be one of the above.

**Nutrient standards for competitive foods:**

<b>Nutrient Standards</b>	<b>Snack Items and Side Dishes (including any added accompaniments)</b>	<b>Entrée Items (including any added accompaniments)</b>
Calories	200 calories or less	350 calories or less
Sodium Limits	200 mg or less	480 mg or less
Total Fat Limits	35% or less of total calories	35% or less of total calories
Saturated fat	Less than 10% of total calories	Less than 10% of the total calories
Trans fat	0 g of trans fat as served (less than or equal to 0.5 g per portion)	0 g of trans fat as served (less than or equal to 0.5 g per portion)
Sugar	35% of weight from total sugar as served or less	35% of weight from the total sugar as served or less

**Exemptions:**

- Any entrée item offered as part of the breakfast or lunch program is exempt if it is served as a competitive food on the day of service or the day after service in the breakfast or lunch program.
- Fresh or frozen fruits and vegetables with no added ingredients except water.
- Canned fruits with no added ingredients except water, which are packed in 100 percent juice, extra light syrup, or light syrup.
- Low sodium/No salt added canned vegetables with no added fats.
- Reduced-fat cheese, nuts, seeds, and nut/seed butter, as well as seafood and whole eggs with no added fat, are exempt from the total fat and saturated fat standards.

*\*Refer to 7 CFR 210.11 competitive food service standards for additional exemptions.*



**Nutrition standards for beverages:**

Portion sizes listed are the maximum that can be offered.

<b>Beverages</b>	<b>Elementary</b>	<b>Middle</b>	<b>High</b>
Plain water	unlimited	unlimited	unlimited
Unflavored low-fat milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
Unflavored or flavored fat-free milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice diluted with water but no added sweeteners	8 fl. oz.	12 fl. oz.	12 fl. oz.
Other flavored and/or carbonated beverages that are labeled to contain 5 calories or less per 8 fl. oz. or 10 calories or less per 20 fl. oz.	Not allowed	Not allowed	20 fl. oz.
Other flavored and/or carbonated beverages that are labeled to contain 40 calories or less per 8 fl. oz. or 60 calories or less per 12 fl. oz.)	Not allowed	Not allowed	12 fl. oz.

For elementary and middle school students, foods and beverages must be caffeine-free except for trace amounts of naturally occurring caffeine substances. Food and beverages for high school students may contain caffeine.

**Standards for food and beverages available during the school day are not sold to students**

- The school will provide parents and teachers with a list of ideas for healthy celebrations/parties, rewards, and fundraising activities.
- Class parties or celebrations shall be held after the lunch period, and only foods that meet the Smart Snacks in School nutrition standards can be served.
- Schools will limit celebrations that involve food during the school day to no more than one party per class per month.

**Note: See Appendix A for healthy classroom snacks for school activities and celebrations.**

## **Fundraising**

Foods sold as fundraisers or in conjunction with fundraising activities are required to meet the guidelines of the Smart Snack Nutritional Standards. All schools should follow these guidelines. However, the board has recognized the importance and impact that fundraising has on educational programs and will allow schools to conduct a limited number of fundraisers each year that can be exempted from the rule. The maximum allowable exempt fundraisers are as follows:

**Elementary School – 5 days per year**

**Middle Schools – 10 days per year**

**High Schools – 15 days per year**

*Note: Each school's Healthy School Team Leader will maintain a school calendar identifying the dates when exempted competitive food fundraisers will occur. (FAC 5P-1.003)*

Fundraising activities can occur on any school day 30 minutes after the last meal period.

Food and beverages sold during school events will include healthy choices, i.e., water, power drinks, fruit juice, and snacks from Appendix A. Food and beverages that are sold in concession stands will include healthy choices.

Fundraisers not associated with the school, in which food and/or beverages are being sold, should not be sold to students during the school day and should only be posted in the teachers' lounge.

***See Appendix G for the fundraising approval***

***form. See Appendix C for Smart Snack***

***Resources.***

For more information on healthy fundraising, visit <http://cspinet.org/new/pdf/schoolfundraising.pdf>

## **Policy for Food and Beverage Marketing**

School-based marketing will be consistent with policies for nutrition education and health promotion. As such, the following guidelines apply:

- Schools will only be allowed to market and advertise those foods and beverages that meet or exceed USDA's Smart Snacks in School nutrition standards.
- Marketing activities that promote healthful behaviors are encouraged. Examples may include vending machine covers promoting water, pricing structures that promote healthy options in a la carte lines or vending machines, and sales of fruit for fundraisers.

## **Evaluation and Measurement of the Implementation of the Wellness Policy**

**Lake Wales Charter Schools** wellness committee will update and make modifications to the wellness policy based on the results of the Healthy School Teams' annual reviews and the district-level triennial assessments and/or as local priorities change, community needs change, wellness goals are met, new health information and technology emerges, and new federal or state guidance or standards are issued. The wellness policy will be assessed as indicated.

### **Annual Healthy School Team Assessments**

The Healthy School Team leader will assess their school's compliance with the local wellness policy on an annual basis in the fall of each year using the Wellness Policy Assessment Tool found in Appendix F.

### **Triennial Progress Assessments**

**Lake Wales Charter Schools** district wellness committee will conduct an assessment of the local school wellness policy to measure wellness policy compliance **at least once every three years**. This assessment will measure the implementation and compliance of the local school wellness policy and include:

- The extent to which **Lake Wales Charter Schools** is in compliance with the local school wellness policy.
- The extent to which the local school wellness policy compares to model local school wellness policies.
- A description of the progress made in attaining the goals of the local school wellness policy.

### **Informing the Public**

**Lake Wales Charter Schools** will ensure that the current wellness policy and most recent wellness assessments for each school, as well as the district triennial assessment, are available to the public on the Lake Wales Charter School district website. **Lake Wales Charter Schools** will also actively notify households on an annual basis about any updates made to the wellness policy and the availability of the triennial assessment results, as well as provide information to the community about the school nutrition environment.

- **Lake Wales Charter Schools** will present wellness policy updates, as applicable, during meetings with the School Advisory Council (SAC), school board, district superintendent, health and wellness committee, and other interested groups or stakeholders.
- Wellness updates will be provided to students, parents, and staff, as applicable, in the form of handouts, **Lake Wales Charter Schools** website, articles, and each school's newsletter to ensure that the community is informed and that public input is encouraged.
- District Website: <http://www.lwcharterschools.com>

## **Community Involvement**

**Lake Wales Charter Schools** is committed to being responsive to community input, which begins with awareness of the wellness policy. **Lake Wales Charter Schools** will actively communicate ways in which parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public can participate in the development, implementation, and annual review of the local school wellness policy through a variety of means including:

- **Lake Wales Charter Schools** will consider student needs when planning for a healthy nutrition environment. Students will be asked for input and feedback through the use of surveys, and attention will be given to their comments.
- **Lake Wales Charter Schools** will use electronic mechanisms, such as email or displaying notices on the **Lake Wales Charter Schools** website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of any updates to the wellness policy, as well as how to get involved and support the Policy.
- At the final public school board meeting of each year, the local school wellness policy will be discussed, and all stakeholders will be asked to provide feedback on the Policy. All comments and recommendations will be reviewed and considered.
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## **FOOD SAFETY/FOOD SECURITY**

All foods made available on campus comply with the state and local food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines are implemented to prevent foodborne illness in schools.

For the safety and security of the food and facility, access to the food service operations is restricted to Child Nutrition staff and authorized personnel. For further guidance, see the U.S. Department of Agriculture food security guidelines.

For the safety and security of the food and facility, the use of food service storage areas is limited to the storage of food served as part of the USDA Child Nutrition Programs.

During an afterschool event, permission by LWCS may be granted to use the food service preparation and storage facilities. Authorized food service personnel must be present during the event, and the storage facilities may not be used after the event.

## **RULE OF GOOD JUDGMENT**

LWCS will comply with all state and federal laws, rules, and regulations. LWCS will also generate accurate and timely paperwork as required by federal, state, and local governments. This means there are plenty of rules to deal with without adding more of our own. As noted within other operations of the Lake Wales Charter School system, there is one overriding rule: The Rule of Good Judgment.

## USDA NON-DISCRIMINATION STATEMENT

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language) should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Mail:

U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

fax:

(833) 256-1665 or (202) 690-7442; or

Email:

[program.intake@usda.gov](mailto:program.intake@usda.gov)

Additional Resources for parents can be found in Appendix D.

## **APPENDIX A – CHOICES FOR HEALTHY CLASSROOM SNACKS, SCHOOL ACTIVITIES AND CELEBRATIONS**

### **Beverages**

Water  
Milk, Non-fat, low-fat, plain or flavored  
100% Fruit Juices  
Fruit Smoothies

### **Snacks**

Baked Tortilla Chips with Salsa  
Canned fruit (in natural juices or light syrup),  
Celery, or Apples with Peanut Butter  
Dried Fruit  
Dry Cereal (low sugar varieties)  
Fresh Fruit and Vegetables  
Fruit Bar  
Whole Grain Crackers  
Whole Grain Muffin (2 oz. or less)  
Fat or Fat-Free Frozen Yogurt Low  
Fat or Fat-Free Yogurt  
Low Fat or Fat-Free Ice Cream Bars  
Low Fat String Cheese  
Whole Grain Animal Cookies  
Whole Grain Cheese-its  
Baked Potato Chips  
Pop Corn  
Pretzels  
Whole Grain Cookies  
Whole Grain Brownies  
Whole Grain Rice Krispie Treats

### **Healthy Entrée Choices for After School Parties or Celebrations**

Baked Potato Bar  
Burritos or Tacos made with low-fat cheese and lean meat  
Whole Grain Pasta with Tomato Sauce  
Whole Grain Low Fat Pizza  
Quesadillas made with low-fat cheese and whole grain tortillas  
Salads (Taco Salad, Grilled Chicken Salad, Pasta Salad)  
Sub Sandwiches with Whole Grain bread  
Whole Grain Tortilla Wraps

### **Non-Food Reward Ideas**

Eat lunch outdoors with the class.  
Extra computer time, art time, reading time, etc.  
Extra credit - eat lunch with teacher/admin  
Fun physical activity break  
Fun video  
Movie Coupons  
School supplies  
Special Recognition  
Sticker Certificates

## **APPENDIX B – OPPORTUNITIES FOR ADDITIONAL PHYSICAL ACTIVITY**

### **Define Physical Activity:**

1. Physical Activity: Any bodily movement produced by the skeletal muscles that result in the expenditure of energy.
2. Moderate Physical Activity: Activities that use large muscle groups and are at least equivalent to brisk walking.
3. Vigorous Physical Activity: Rhythmic, repetitive physical activities that use large muscle groups at 70% or more of the maximum heart rate for age.

### **Define Physical Education:**

A physically educated person:

1. Demonstrates competency in motor skills and movement patterns needed to perform a variety of physical activities.
2. Demonstrates understanding of movement concepts, principles, strategies, and tactics as they apply to the learning and performance of physical activities.
3. Participates regularly in physical activity.
4. Achieves and maintains a health-enhancing level of physical fitness.
5. Exhibits responsible, personal, and social behavior that respects self and others in physical activity settings.
6. Values physical activity for health, enjoyment, challenge, self-expression, and/or social interaction.

### **Opportunities for Additional Activity**

#### 1. Elementary 1 – 5:

- |                           |                            |
|---------------------------|----------------------------|
| • Before school           | After school programs      |
| • Extended lunch period   | Community-based activities |
| • Preferred Activity time |                            |
| • Field Days              |                            |

#### 2. Middle 6 – 8:

- |                           |                                 |
|---------------------------|---------------------------------|
| • Before school           | Intramurals                     |
| • Extended lunch period   | Middle School Extramural sports |
| • Preferred Activity time | Community-based activities      |
| • Field Days              |                                 |

#### 3. High School:

- Intramurals
- Interscholastic Sports (Sanctioned by the FHSAA), marching band
- Dance Teams and Cheerleading
- ROTC
- Community-based activities
- Extended lunch period

## **APPENDIX C – SMART SNACK RESOURCES**

- **FDACS FNW Smart Snack webpage**  
<http://www.fdacs.gov/Food-Nutrition/Nutrition-Programs/National-School-Lunch-Program/Smart-Snacks>
- **USDA Smart Snacks in School website**  
<http://www.fns.usda.gov/tn/guide-smart-snacks-school>
- **Alliance for a Healthier Generation (product calculator tool and extensive Excel database of smart snacks)** <https://www.healthiergeneration.org/take-action/schools/wellness-topics/smart-snacks/smart-snacks-in-school>

**Sweet Deals: School Fundraising Can Be Healthy and Profitable**

<http://cspinet.org/new/pdf/schoolfundraising.pdf>

**State Contact: Jamie Burch** [jamie.burch@freshfromflorida.com](mailto:jamie.burch@freshfromflorida.com) (850) 617-7448



## **APPENDIX D – RESOURCES FOR FAMILIES**

USDA Family Resources

<http://www.myplate.gov/life-stages/families>

Florida Department of Agriculture Food and Nutrition

<http://www.freshfromflorida.com/#Food-Nutrition>

Florida Department of Children and Families Nutrition Assistance

<http://prod.myflfamilies.com/services/public-assistance/supplemental-nutrition-assistance-program-snap>

Florida Department of Agriculture Summer Food Program

<http://www.summerfoodflorida.org>

Lake Wales Care Center (local assistance)

<http://lakewalescarecenter.com>

## **APPENDIX E – SCHOOL WELLNESS CONTACTS**

Babson Park Elementary – Blake Fann  
[blake.fann@lwcharterschools.com](mailto:blake.fann@lwcharterschools.com)

Bok Academy – Roxanne Anderson  
[roxanne.anderson@lwcharterschools.com](mailto:roxanne.anderson@lwcharterschools.com)

Bok Academy North – Johnathon Hodach  
[Johnathan.hodach@lwcharterschools.com](mailto:Johnathan.hodach@lwcharterschools.com)

Hillcrest Elementary – Chenia Thate  
[chenia.thate@lwcharterschools.com](mailto:chenia.thate@lwcharterschools.com)

Janie Howard Wilson Elementary – Brittany Alexander  
[brittany.alexander@lwcharterschools.com](mailto:brittany.alexander@lwcharterschools.com)

Lake Wales High School – Jason Shick  
[jason.shick@lwcharterschools.com](mailto:jason.shick@lwcharterschools.com)

Polk Avenue Elementary – Shay Hixenbaugh  
[shay.hixenbaugh@lwcharterschools.com](mailto:shay.hixenbaugh@lwcharterschools.com)

### **Employee Wellness Contact**

Marcia Rose

[marcia.rose@lwcharterschools.com](mailto:marcia.rose@lwcharterschools.com)

**APPENDIX F - WELLNESS POLICY ASSESSMENT TOOL**

School \_\_\_\_\_

Completed By \_\_\_\_\_

Date \_\_\_\_\_

(Instructions: Please complete each area, marking "X" in the appropriate column "Fully in Place" or "Partially in Place." Please provide comments

<b>FOOD SAFETY</b>	<b>FULLY IN PLACE</b>	<b>PARTIALLY IN PLACE</b>	<b>COMMENTS ACTION TAKEN OR NEEDED</b>
1. All food sold/served to students is prepared in health-inspected facilities under the guidance of certified staff.			
2. Students are provided access to hand washing or hand sanitizing before meals or snacks.			
<b>SCHEDULING OF MEALS</b>			
3. Pleasant eating environments - where there is plenty of seating, and students do not feel rushed during meals.			
4. Students are provided with at least 10 minutes to eat after sitting down for breakfast and 15 minutes to eat after sitting down for lunch.			
5. Accommodations are provided for students who need more time to finish their lunch.			
6. Meal periods are scheduled at appropriate times. Lunch should be served between 10:50 AM and 1:00 PM.			
7. Lunch periods are <u>after recess</u> in <b>elementary schools</b> to increase student nutrient intake and reduce food waste.			
8. Offering attractive dining areas which have enough space for seating all students scheduled for that meal period.			

<b>SCHEDULING OF MEALS (CONTD)</b>	<b>FULLY IN PLACE</b>	<b>PARTIALLY IN PLACE</b>	<b>COMMENTS ACTION TAKEN OR NEEDED</b>
9. Schools will evaluate their open campus ( <b>secondary schools</b> ) policy, taking into consideration the food choices that students make when they can leave campus.			
10. Participation in the universal lunch program is encouraged, including measures to arrange bus schedules to increase student access, "grab and go" breakfasts, breakfast in the classroom, or breakfast during the morning break.			

**FOOD AND BEHAVIOR**

11. Foods or beverages are NOT used as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan, behavior intervention plan, or a 504 Individual Accommodation Plan).			
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**FUNDRAISING**

12. Fundraising is supportive of healthy eating by emphasizing the sale of healthy food items or of non-food items.			
13. Fundraising activities involving the sale of food will take place outside the school day (school day is defined as 1/2 hour before school starts until after the school bell rings at the end of the school day) and must meet the smart snack nutritional guidelines.			
14. Students and staff are prohibited from personal fundraising efforts that include the sale of foods or beverages on campus.			

FUNDRAISING (CONT'D)	FULLY IN PLACE	PARTIALLY IN PLACE	COMMENTS ACTION TAKEN OR NEEDED
15. Records are kept for all exempt fundraisers, and the number does not exceed the maximum allowable. Elementary - 5 days, Middle - 10 days, and High School - 15 days.			
16. External Organizations, parents, and others using school property are notified of the "healthy" fundraising policy.			
<b>CELEBRATIONS</b>			
17. Classroom celebrations encourage healthy choices and portion control.			
<b>SHARING FOODS AND BEVERAGES</b>			
18. Sharing of foods and beverages is not allowed.			
<b>SNACKS</b>			
19. Only "smart snack" options are offered in vending machines, school stores, concession stands, a la carte lines, and classrooms. Choices meet guidelines for foods sold outside reimbursable meals and portion sizes.			
<b>FOODS SOLD OUTSIDE OF THE REIMBURSABLE MEAL MENUS</b>			
20. Foods sold to meet these guidelines: <u>Elementary schools</u> – reimbursable meal menu items, fruits, vegetables, low-fat dairy items, and yogurt.			
21. <u>Middle School &amp; High Schools</u> - Reimbursable meal menu items; Foods that contain 7 grams of fat or less per serving; Foods that do not have sugar or other caloric sweeteners as the first ingredient.			

<b>BEVERAGES - ALLOWED FOR SALE</b>	<b>FULLY IN PLACE</b>	<b>PARTIALLY IN PLACE</b>	<b>COMMENTS ACTION TAKEN OR NEEDED</b>
22. Plain Water - with or without carbonation			
23. Milk or 100% Juice - flavored milk must be fat-free; unflavored milk may be fat-free or 1%. It may be diluted with water, with or without carbonation, and with no added sweeteners.			
24. Calorie-free or Very low-calorie			
<b>A. FOOD MARKETING</b>			
25A. All food and beverage advertising (vending machines, school stores, etc.) displays healthy messaging.			
25B. School-based marketing of brands promoting predominantly low-nutrition foods and beverages is prohibited. The promotion of healthy foods, including fruit, vegetables, whole grains, and low-fat dairy products, is encouraged.			
<b>B. NUTRITION EDUCATION</b>			
26. Schools will provide nutrition education as a part of a holistic, sequential, age-appropriate comprehensive program designed to provide students and their families with the knowledge and skills necessary to promote and protect their health for a lifetime.			
27. Health Education, including nutrition education, is delivered by a licensed elementary (k-5) or Health Education (7-12) in grade level bands: K-5, 6-8 and 9-12.			

NUTRITION EDUCATION (CONT'D)	FULLY IN PLACE	PARTIALLY IN PLACE	COMMENTS ACTION TAKEN OR NEEDED
28. Nutrition Education is integrated throughout the school day and after-school programs.			
29. The cafeteria is used as a "learning laboratory" and includes enjoyable, developmentally age-appropriate, participatory activities such as taste tests, promotions, and visits to farms and gardens.			
30. Nutrition Education is culturally relevant and teaches students about cross-cultural nutrition.			
31. MPS Food & Nutrition Services & other community agencies collaborate with teachers to reinforce nutrition education lessons taught in the classroom.			
32. Provide and promote nutrition education to families and the broader community in cooperation with such agencies as WIC, Community Health Clinics, ECFE, Adult Education, and other community organizations.			
33. Encourage families through newsletters, School Advisory Council, homework assignments, parent-teacher meetings, health fairs, etc., to make healthy food choices and lead a healthy lifestyle.			
34. Staff is trained in stress management and nutrition education and has been providing general wellness resources and opportunities.			

C. PHYSICAL ACTIVITY	FULLY IN PLACE	PARTIALLY IN PLACE	COMMENTS ACTION TAKEN OR NEEDED
<b>PHYSICAL EDUCATION</b>			
35. Provides all ELEMENTARY students with 150 minutes per week of physical education throughout the entire year.			
36. Provides all MIDDLE/HIGH School students with 225 minutes per week for the entire school year.			
37. Schools maintain a graduation requirement of <i>two credits</i> of both Health and Physical Education in high school.			
38. The school has physical education electives available to high school students and is working to increase offerings.			



**LAKE WALES CHARTER SCHOOLS**

**FUNDRAISING FORM**

Must Be Approved Before Activity Begins

School \_\_\_\_\_ Sponsor \_\_\_\_\_ Organization/Club \_\_\_\_\_

**I. Description and purpose of activity:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II. Smart Snack Compliance**

Will food items be sold? YES NO (If "NO" skip to item III)

If "YES," are the items Smart Snack compliant? YES NO (If "YES," attach supporting documentation and go to section III)

The selling of non-compliant items is limited as follows: Elementary Schools – 5 days.

Middle Schools – 10 days

High Schools – 15 days

To meet the guidelines and provide all organizations with fundraising opportunities, all non-compliant food fundraising must be done on a pre-sale basis, with the non-compliant food being distributed for only one day.

Proposed pre-sale dates: \_\_\_\_\_

Proposed delivery date: \_\_\_\_\_

**III. Product and Vendor information**

Product Description: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Phone/Email: \_\_\_\_\_

**IV. Financial**

Projected Income: \_\_\_\_\_

Amount Owed to Vendor: \_\_\_\_\_

Projected Net Profit: \_\_\_\_\_

Funds will be deposited to account number \_\_\_\_\_

**V. Fundraising Timeline**

Activity to begin: \_\_\_\_\_

Activity to end: \_\_\_\_\_

Anticipated distribution date (if applicable) \_\_\_\_\_

**VI. Sponsor Responsibilities**

**VII.**

**By signing, I agree to the following:**

- I am responsible for the collection and deposit of funds
- I am responsible for the welfare of the students and insurance compliance
- I will not sell food items.
- I understand that school personnel are not to be used for money collection during normal duty hours for outside support groups.
- I am responsible for any negative balance in the account referenced above created by this fundraiser.
- In the event a negative balance occurs, I understand that I am required to submit a plan of action to the finance secretary and will follow the plan to eliminate the deficit within thirty (30) days.
- I am responsible for the collection and deposit of funds
- I am responsible for the welfare of the students and insurance compliance
- I am responsible for ensuring that no food items are sold until 30 minutes after the last meal service of the day.
- I am responsible for ensuring the fundraising activity will not be disruptive to the school environment.

\_\_\_\_\_  
**Sponsor Signature**

\_\_\_\_\_  
**Date**

**Approval:**

\_\_\_\_\_  
Finance

\_\_\_\_\_  
Wellness Contact

\_\_\_\_\_  
Principal/Designee

**APPROVAL SIGNATURE PAGE**

The following signatures represent the approval of the LWCS Wellness Policy. When a change or revision is made to the Policy, an updated Board-approved signed copy will be provided to Food and Nutrition Management along with a copy of the Board Agenda and Board Minutes.

**LWCS School Officials' Signatures:**

_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date

**LWCS Board of Trustees Signatures:**

_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date
_____ Signature	_____ Title	_____ Date