

# Nutrition and Physical Fitness Toppenish School District

## School Meal Programs and Competitive Foods

The district will follow the guidelines of the USDA's Smart Snacks in School available at [http://www.fns.usda.gov/cnd/governance/legislation/allfoods\\_flyer.pdf](http://www.fns.usda.gov/cnd/governance/legislation/allfoods_flyer.pdf)

While students/parents are permitted to bring commercial foods to school that do not meet the Smart Snacks standards on occasions such as birthdays and holiday celebrations, the district will encourage healthy food choices in all school operations.

### School Cafeterias

- Any student may eat in the school cafeteria or other designated place;
- When applicable, meal prices will be established by the superintendent and food service supervisor, with approval of the board, at the beginning of each year;
- Healthy option foods should be competitively priced; and
- When applicable, meal prices will be conspicuously posted in each cafeteria or designated meal area.
- **Unpaid Meal Charges (when applicable)**
  1. Students may be asked to pay meals one week in advance to make sure students have no meals charged.
  2. Students may be able to charge up to one week of reimbursable meal for breakfast and lunch, if they do not have payment.
  3. After one week of unpaid charges, the student will only be able to charge a reimbursable breakfast, and receive a sandwich sack meal (at the discretion of kitchen and what sandwich product is available) to include all components for a reimbursable meal. The student may pick up at another location (office, nurses station, etc.) to appear as though student packed their own lunch.
  4. After two weeks of unpaid charges, the student will no longer be able to charge and will be given a peanut butter or cheese sandwich, milk and a fruit until the family has made payment plans with the Food Service Department or has paid the delinquent balance. The student may pick up at another location (office, nurses station, etc.) to appear as though student packed their own lunch.
  5. Families will be contacted by phone, mail, letter with student, email, phone text, etc. when the student is at least one week delinquent in meal charges and every week thereafter if not paid or no payment plan has been initiated by family.
  6. The parent will also be referred to community resources (including the District Mediator and/or Food Service Director) that will be able to help with information on how to receive assistance to pay delinquent charges.
  7. The District may also choose to organize a Meal Charge Donation Fund – Committee to determine guidelines to help families who are delinquent in meal charges.
  8. Report cards may be withheld if delinquent charges have not been paid at the end of the quarter/semester and/or end of the school year.
  9. The Food Service Department will be responsible to inform parents of the Meal Charge Policy when applicable as follows: Annual Calendar to Parents, Monthly Newsletter at the beginning of the Year, District Website, Annual Food Service Letter to Parents, and Hand Books, etc.
  10. All Food Service Department personnel will be trained in the new Meal Charge Procedure and an email will be sent out, when applicable, to all district staff and students via the district-wide email system.

11. Any delinquent charges, beyond a month with no successful contact or plan with the family will be referred to the Business Office where legal action to collect may be taken.
12. The Meal Charge Donation Fund (if in affect) may help pay for delinquent charges based on the committee's approval.
13. At no point will the student be made to feel they are responsible or singled out by any member of the district staff or any other student.

### **Nutrition Education**

Nutrition education at all levels of the district's integrated curriculum should include, but not be limited to, the following essential components designed to help students learn:

- Age-appropriate nutritional knowledge, including understanding the relationship of nutrition and food nutrients to physical performance and body composition; recognizing patterns of growth and development; understanding the concept of control and prevention of disease; acquiring skills to live safely and reduce health risks; understanding how environmental factors affect health; learn the benefits of healthy eating; understand essential nutrients; learn about nutritional deficiencies; understand the principles of healthy weight management; understand the use and misuse of dietary supplements; learn safe food preparation, handling, and storage; and appreciate cultural diversity related to food and eating;
- Age-appropriate nutrition-related skills, including gathering and analyzing health information; using social skills to promote health and safety; understand how emotions influence decision making; analyze health and safety information and develop a health and fitness plan and a monitoring system, to plan and prepare a healthy meal, understand and use food labels, and to critically evaluate nutrition information, misinformation, and commercial food and advertising; and
- How to assess one's personal eating habits, set goals for improvement, and achieve those goals.

### **Nutrition and Food Services Operation**

In order to support the school's nutrition and food services operation as an essential partner in the educational mission of the district and its role in the district's comprehensive nutrition program, the superintendent is responsible for:

- Encouraging students to participate in the school's breakfast meal program;
- Providing varied and nutritious food choices consistent with the applicable school meal program guidelines; and
- Providing that:
  - students have adequate time to eat their entire meal;
  - seating for meals is uncrowded and occurs in a pleasant and safe environment;
  - rules for mealtime behavior are consistently enforced;
  - mealtime supervision is appropriate;
  - elementary student recess held in conjunction with the lunch period occurs prior to, not immediately following, the lunch period.

### **Staff Development**

Ongoing in-service and professional development training opportunities for staff in the area of food nutrition will be encouraged.

## Family and Community Involvement

In order to promote family and community involvement in supporting and reinforcing nutrition education in the schools, the school principal is responsible for ensuring:

- Nutrition education materials and meal menus are made available to parents;
- Parents are encouraged to promote their child's participation in the school meals program. If their children do not participate in the school meal program, parents should provide their children with healthy snacks/meals;
- Families are invited to attend exhibitions of student nutrition projects or health fairs;
- Nutrition education curriculum includes homework that students can do with their families (e.g., reading and interpreting food labels, reading nutrition-related newsletters, preparing healthy recipes, etc);
- School staff are encouraged to cooperate with other agencies and community groups to provide opportunities for student projects related to nutrition, as appropriate; and
- School staff consider the various cultural preferences in development of nutrition education programs and food options.

## Physical Education

### Health and Fitness

It is the district's position that all students have equal and equitable opportunities for physical activity and fitness education in our schools. The superintendent is encouraged to review and consider implementing physical activity and fitness education program improvements. The goals of the district are:

- All children, from kindergarten through grade 12, will participate in a daily, quality, standards-based physical activity/fitness education program;
- All schools will have certificated physical education teachers providing instruction; and
- All schools will have appropriate class sizes, facilities, equipment, and supplies needed to deliver quality physical education consistent with national standards.

Schools will require students in grades one through eight to engage in physical education averaging 100 instructional minutes per week and all high school students will complete two credit(s) of health and fitness.

Access to school sites will be provided through permitting use of facilities to community youth sports groups consistent with the district's facilities use policy, community college and municipal joint use agreements and partnerships with youth organizations so additional opportunities are available for all youth in our communities to participate in quality physical activity, fitness, sports and recreation programs.

Schools should identify safe and active routes to school and promote alternative methods for children to travel to and from school, such as walking and bicycle programs.

Schools will prohibit the use of physical activity and withholding of physical education class and other forms of physical activity as punishment.

## Family and Community Involvement

In order to promote family and community involvement in supporting and reinforcing physical education in the schools, the school principal is responsible for ensuring:

- Physical education activity ideas are sent home with students;
- Parents are encouraged to promote their child's participation in the school's physical education programs and after school activities;
- Families are invited to attend and participate in physical education activity programs and health fairs;
- Physical education curriculum includes homework that students can do with their families;
- School staff consider the various cultural preferences in development of physical education programs; and
- School staff are encouraged to cooperate with other agencies and community groups to provide opportunities for students to participate in physical activity programs.

## Local School Wellness Policy (LSWP)

The District will convene an advisory committee to assist in development of the district wide **LSWP**. The committee will include food service directors and staff, parents, building level administrators, school board members, students, nutritionists, school, health care professionals, physical education staff, and the public and interested community organizations.

## Program Evaluation and Assessment

- **Nutrition:**  
The Superintendent will periodically measure, using the *Wellness School Assessment Tool*: 1) the extent to which all district schools are in compliance with the district's LSWP; and 2) the extent to which the district's LSWP compares to the Wellness School Assessment Tool itself.

The Superintendent will annually describe, in the district's Annual Report, the progress made in attaining the goals of the district's LSWP.

- **Physical Education:**  
District physical activity/health and fitness programs will be monitored and assessed regularly in conjunction with other district academic and health-related programs using tools like the Physical Best Program, Healthy Kids Survey, CDC School Health Index or an OSPI approved assessment. Results of these surveys and assessments will be reported to the board, school sites, and made available to parents and community on an annual basis.

## Buy American Procedures for Food and Nutrition Services

The Toppenish School District will purchase food and other items for use in the School Nutrition Programs (SNP) in compliance with 2 CFR Part 200, 7 CFR Sections 210 and 225, state, and local regulations. Adherence to the Buy American Provision will follow the procedures outlined below.

### **Buy American Provision**

The SFA will purchase, to the maximum extent practical, domestic commodity or product. All vendors, regardless of procurement type, will be required to comply with the Buy American provision. Language specifying these requirements will be included within each bid/solicitation.

### **Exceptions to the Buy American Provision**

Two exceptions to the Buy American provision will be allowed in rare cases:

- **Availability:** when the product is not produced, or manufactured in the US in sufficient and reasonable available quantities of a satisfactory quality. This includes those circumstances related to inclement weather, natural disasters or an act of God.
- **Cost:** when responses to solicitations reveal the cost of a US product is significantly higher than the cost of a comparable foreign product.

Exceptions to the Buy American provision must be used as a last resort. Vendors must seek permission from the Food Services Director prior to making a substitution. The reasons for the exception must be documented utilizing the "Buy American Certification" form (see attached). Documentation must be retained on file with the SFA for the current school year plus two additional years. Any exemptions to the Buy American provision will be monitored by the Food Service Director, Nora Flores.

Refer to Attached *Buy American Certification* form for more details.

### **Sample Bid/Solicitation Language**

The Toppenish School District will include the following *Buy American* language within each bid or solicitation.

*"The SFA participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A 'domestic commodity' or product is defined as one that is either produced in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d). The successful vendor shall meet the requirements of this rule by providing the Toppenish School District with domestic commodities or products. Limited exceptions to this rule apply. Permission must be requested in writing to Food Services Director, Nora Flores, prior to any vendor substitutions of non-domestic products."*

Date: 12.04; 02.05; 12.11; 02.14; 03.14. 07.17; 12.17