

Barber National Institute Procedure

Policy/Plan Title: Elizabeth Lee Black School Wellness Plan

Plan Author & Title: Kathleen Bastow, M.Ed - Quality Assurance Coordinator
ELBS Wellness Committee

Date of Approval: 6-29-17 **Date of Implementation:** School Year 2017-18 (8/28/17)

I. RATIONALE:

The Elizabeth Lee Black School is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular physical activity as part of the total learning experience.

II. SCOPE: All programs within the Elizabeth Lee Black School

III. POLICY/PLAN IMPLEMENTATION:

| REGULATORY REFERENCE | |
|--|---|
| 1. Purpose | Barber National Institute Elizabeth Lee Black School recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development and readiness to learn. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement. |
| 2. Authority SC 1422.1 42 U.S.C. Sec. 1758b 7 CFR Sec. 210.31 | <p>The ELBS Administration adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.</p> <p>To ensure the health and well-being of all students, the ELBS Administration establishes that the ELBS will provide to students:</p> |

| | |
|---|---|
| <p>3. Delegation of Responsibility 42 U.S.C. Sec. 1758b 7 CFR Sec. 210.31</p> | <p>A. A comprehensive nutrition program consistent with federal and state requirements.</p> <p>B. Access at no cost to foods and beverages that meet established nutrition guidelines through the Community Eligibility Provider (CEP) option of the National School Lunch and School Breakfast program. Should the ELBS discontinue CEP participation, foods will be available at low or no cost.</p> <p>C. Physical education courses weekly and opportunities for developmentally appropriate physical activity during each school day.</p> <p>D. Curriculum and programs for grades pre-K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with State Board of Education curriculum regulations and academic standards.</p> <p>The Executive Vice President/Head of School or designee will be responsible for the implementation and oversight of this policy to ensure each of the ELBS's programs and curriculum is compliant with this policy and established guidelines or administrative regulations.</p> <p>Staff members responsible for programs related to school wellness and student health will report to the Executive Vice President/Head of School or designee regarding the status of such programs.</p> <p>The designated Wellness Coordinator(s) will annually report to the ELBS Administration the ELBS's compliance with law and policies related to school wellness. The report may include, but is</p> |
|---|---|

| | |
|--|---|
| <p>42 U.S.C. Sec. 1758b 7 CFR Sec. 210.31</p> <p>7 CFR Sec. 210.31</p> | <p>not limited to:</p> <ul style="list-style-type: none"> • Assessment of school environment regarding school wellness issues including food services program • Review of all foods and beverages served in school for compliance with established nutrition guidelines. • Listing of activities and programs conducted to promote nutrition and physical activity and overall student wellness. • Recommendations for policy and/or program revisions. • Feedback received from ELBS staff, students, parents/guardians, Advisory Board community members and the Wellness Committee., including suggestions for improvement in specific areas. <p>The Executive Vice President/Head of School or designated Wellness Coordinator and the established Wellness Committee will conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment will be made available to the ELBS stakeholders in an accessible and easily understood manner and include:</p> <ul style="list-style-type: none"> A. The extent to which each ELBS school is in compliance with law and policies related to school wellness. B. The extent to which this policy compares to model wellness policies. C. A description of the progress made by the ELBS in attaining the goals of this policy. <p>At least once every three (3) years, the ELBS will review and update or modify this policy as needed, based on the results of the</p> |
|--|---|

| | |
|---|--|
| | <p>most recent triennial assessment and/or as ELBS and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.</p> <p>The ELBS will annually inform the school's stakeholders, including parents/guardians, students, Advisory Board and others in the ELBS community, about the contents, updates and implementation of this policy via the ELBS website, BNI newsletters, annual parent/student information packets, posted notices and/or other efficient communication methods. This annual notification will include information on how to access the School Wellness policy on the website; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.</p> |
| <p>4. Guidelines</p> <p>42 U.S.C. Sec. 1758b 7 CFR Sec. 210.31</p> <p>7 CFR Sec. 210.15, 210.31</p> | <p><u>Recordkeeping</u></p> <p>The ELBS will retain records documenting compliance with the requirements of the School Wellness policy, which will include:</p> <ul style="list-style-type: none"> A. The written School Wellness policy and plan B. Documentation demonstrating that the ELBS has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy. C. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the ELBS to inform the public of their ability to participate in the review. <p><u>Wellness Committee Composition and Duties</u></p> |

| | |
|--|--|
| <p>42 U.S.C. Sec. 1758b</p> <p>7 CFR Sec. 210.31</p> | <p>The ELBS will establish a Wellness Committee comprised of, but not necessarily limited to, the following: ELBS administrator, ELBS food service representative, student, parent/guardian, school health nurse, physical education teacher, physical therapist, teacher representative, paraeducator representative, and member of the public from the ELBS Advisory Board . It will be the goal that committee membership will include representatives of all programs in the building and reflect the diversity of the ELBS community.</p> <p>The Wellness Committee will serve as an advisory committee regarding student health and wellness issues and will be responsible for developing a recommended plan action to the ELBS Administration for adoption, implementing and periodically reviewing the policy/plan, and recommending updates to maintain compliance with law.</p> |
| <p>SC 1513 Pol. 102, 105</p> | <p>The Wellness Committee will review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.</p> <p><u>Nutrition Education</u></p> <p>Promoting student health and nutrition enhances readiness for learning and increases student achievement.</p> <p>Nutrition education will be provided within a health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.</p> <ol style="list-style-type: none"> 1. Nutrition education lessons and activities in the ELBS will teach, model, encourage and support healthy eating by students. 2. Nutrition education will provide students with knowledge and skills needed to lead healthy lives. |

| | |
|-----------------|---|
| <p>Pol. 808</p> | <ol style="list-style-type: none"> 3. Nutrition education lessons and activities will be age and developmentally appropriate. 4. Nutrition curriculum will teach behavior-focused skills, which may include healthy food recognition and choice making, menu planning, reading nutrition labels and other skills appropriate to the age and ability of the students. 5. School food service and nutrition education lessons/activities will be coordinated to create a coherent message in the school-wide learning environment. 6. Nutrition education will be integrated into other subjects such as math, science, language arts and social sciences to complement but not replace academic standards based on nutrition education. 7. The staff members(s) responsible for providing nutrition education will be provided appropriate professional development and resources. 8. Nutrition education will extend beyond the school environment by informing and engaging families and the community, as appropriate. <p><u>Nutrition Promotion</u></p> <p>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.</p> <ol style="list-style-type: none"> 1. ELBS will promote nutrition through the design of lessons and activities using Local/Regional products (Farm to School) where possible. Activities may include, but not be limited to, taste-testing of local products in the cafeteria and classroom, |
|-----------------|---|

| | |
|--|--|
| | <p>classroom education about local agriculture and nutrition, field trips to local farms and incorporation of local foods into school meal programs.</p> <ol style="list-style-type: none"> 2. ELBS staff will cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition. 3. ELBS food service personnel and classroom staff will review and implement techniques in the cafeteria to encourage consumption of more whole grains, fruits, vegetables and legumes, and to decrease plate waste. 4. Consistent nutrition messages will be disseminated and displayed throughout the ELBS classrooms, cafeterias, and information sent to homes, community and media. ELBS staff does not eat meals nor consume snacks and beverages in presence of students. Should the occasion require staff to be eating with/in sight of students, all ELBS staff will act as positive role model in selecting and consuming healthy options. 5. Consistent, positive nutrition messages will be demonstrated by avoiding use of unhealthy food items in classroom lesson plans 6. ELBS will offer resources about health and nutrition to encourage parents/guardians to provide healthy meals for their children. <p><u>Physical Activity</u></p> <ol style="list-style-type: none"> 1. ELBS will strive to provide many opportunities for developmentally appropriate physical activity during the school day for all students. 2. ELBS will contribute to support the effort for students to have multiple opportunities to accumulate at least sixty (60) |
|--|--|

| | |
|--|---|
| | <p>minutes of age-appropriate physical activity daily, as recommended by the Centers for Disease Control and Prevention. Opportunities offered at school will augment physical activity outside the school environment, such as outdoor play at home, sports and other active, recreational pursuits, etc.</p> <ol style="list-style-type: none"> 3. Students will participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, and fitness . 4. In addition to planned physical education class, age-appropriate physical activity opportunities, such as outdoor and indoor recess, use of the ELBS Fitness room, use of the ELBS Sensory room, participation in biking and adapted biking , participation in adaptive positioning and mobility programs, will be provided to meet the needs and interests of all students,. 5. ELBS will maintain physical and social environment that encourages safe and enjoyable movement activity for all students . 6. Extended periods of student inactivity, of 1 hour or more, will be discouraged. 7. Physical activity breaks will be provided for students during classroom hours. 8. Physical activity will not be used or withheld as a form of punishment. 9. ELBS will promote physical activity through encouragement of walking and biking as a means of lifelong healthy physical activity. 10. ELBS will partner with parents/guardians to share information and encourage to access of community programs that support lifelong fitness and recreational activity, |
|--|---|

| | |
|------------------------------------|---|
| <p>SC 1512.1 Pol. 102, 105</p> | <p>including those persons with disabilities.</p> <p><u>Physical Education</u></p> <p>A physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards will be developed and implemented. All ELBS students will have the opportunity to participate in weekly physical education and adapted physical education classes.</p> <ol style="list-style-type: none"> 1. Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation will be provided by a certified Physical Education teacher. 2. Physical education classes will be the means through which students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity. 3. A comprehensive physical education course of study that focuses on providing students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity will be implemented. 4. A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime will be provided in the physical education program. 5. Adequate amounts of planned instruction will be provided in order for students to progress toward increased proficiency in the Health, Safety and Physical Education academic standards. 6. A local assessment system will be implemented to track student progress on the Health, Safety and Physical Education academic standards in coordination with each student's IEP team. |
|------------------------------------|---|

| | |
|---|---|
| <p>7 CFR Sec. 210.10, 220.8</p> <p>42 U.S.C. Sec. 1751 et seq,</p> <p>1773</p> <p>7 CFR Sec 210.30 Pol. 808</p> | <ol style="list-style-type: none"> 7. Students will be moderately to vigorously active as much time as possible during a physical education class; documented medical conditions and disabilities will be accommodated during class. 8. Safe and adequate equipment, facilities and resources will be provided for physical education, fitness, swimming and biking classes. 9. Physical education will be taught by certified health and physical education teacher who will have access to appropriate professional development. 10. Physical education classes will have a teacher-student ratio comparable to those of classroom for safe and effective instruction. Classroom staff and other individual student support staff will accompany the student to PE class to facilitate active individual participation <p><u>Other School Based Activities</u></p> <p>Drinking water will be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.</p> <p>Nutrition professionals who meet hiring criteria established by the ELBS and in compliance with federal regulations will administer the school meals program. Professional development and continuing education will be provided for ELBS nutrition staff, as required by federal regulations.</p> <ol style="list-style-type: none"> 1. ELBS school will provide adequate space for eating and serving school meals. 2. Students will be provided a clean and safe meal environment, as well as adequate time to eat: 45 minutes for serving and sit |
|---|---|

| | |
|------------------------------|---|
| <p>7 CFR Sec. 210.10</p> | <p>down for lunch meal; and minimum of 15 minutes for breakfast in the classroom.</p> <ol style="list-style-type: none"> 3. ELBS school will continue implementation of alternative service models to increase school breakfast participation, such as breakfast in the classroom, so that staff may regularly reinforce the messages surrounding the positive educational, behavioral and health impacts of a healthy breakfast. 4. Meal periods will be scheduled at appropriate hours, as required by federal regulations and as defined by the ELBS. 5. Students will have access to hand washing or sanitizing before meals and snacks. 6. Access to the food service operation area will be limited to authorized staff during food preparation and service. 7. Nutrition content of school meals will be available to students and parents/guardians. 8. To the extent possible, the ELBS will utilize available funding and outside programs to enhance student wellness. 9. The ELBS will provide appropriate training to all staff on the components of the School Wellness policy. 10. Goals of the ELBS Wellness Plan/policy will be considered in planning all school based activities. 11. Fundraising projects to be conducted during school will be submitted for approval will be supportive of healthy eating and student wellness. 12. Administrators, teachers, food service personnel, students, parents/guardians and community members will be encouraged to serve as positive role models. 13. The ELBS will support the efforts of parents/guardians to |
|------------------------------|---|

| | |
|--|---|
| | <p>provide a healthy diet and daily physical activity for children by communicating relevant information through various methods including the website, teacher notes, and school-wide information distribution such as Wellness Activity calendar.</p> <p>14. The ELBS will maintain a healthy school environment, including but not limited to indoor air quality, in accordance with the ELBS's healthy learning environment program and applicable laws and regulations.</p> <p>15. Achievement of the goals of the ELBS Wellness Plan will be evaluated based on review of integration of wellness into the classroom schedules and routines, student progress in wellness/fitness targeted areas and other applicable evidence/information.</p> <p><u>Nutrition Guidelines for All Foods/Beverages at School</u></p> <p>All foods and beverages available in ELBS school during the school day will be offered to students with consideration for promoting student health and reducing obesity.</p> <p>42 U.S.C. Sec. 1751 et seq, 1773</p> <p>Foods and beverages provided through the National School Lunch or School Breakfast Programs will comply with established federal nutrition standards.</p> <p>7 CFR Sec. 210.10, 220.8</p> <p>Foods and beverages offered at school-sponsored events outside the school day, will offer healthy alternatives in addition to more traditional fare.</p> <p>Competitive Foods –</p> <p>7 CFR Sec. 210.11, 220.12a, 210.31</p> <p>Competitive foods available for sale will meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards will apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias,</p> |
|--|---|

| | |
|--|--|
| | <p>vending machines, school stores, snack carts and fundraisers.</p> <p>Competitive foods are defined as foods and beverages offered to students at school during the school day, which are not part of the reimbursable school breakfast or lunch.</p> |
| <p>7 CFR Sec. 210.11, 210.31</p> | <p>For purposes of this policy, school campus means any area of property under the jurisdiction of the school that students may access during the school day.</p> |
| <p>7 CFR Sec. 210.11, 210.31</p> | <p>For purposes of this policy, school day means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.</p> <p>NO Competitive foods are sold or offered in the ELBS cafeteria. Students of the ELBS do not carry cash, not do they have access to the vending machines placed in areas of the corporate campus but not readily visible to the student.</p> |
| <p>7 CFR Sec. 210.11</p> | <p>The ELBS may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.</p> <p><i>Fundraiser Exemptions –</i></p> |
| <p>Pol. 229</p> | <p>Fundraising activities held during the school day involving the sale of competitive foods will be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable ELBS Administration policy and administrative regulations.</p> |
| <p>7 CFR Sec. 210.11</p> | <p>The ELBS may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school programs, and up to ten (10) exempt fundraisers in high school program. Exempt fundraisers are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.</p> |

| | |
|--|--|
| | <p>In general , the ELBS does not conduct fundraisers accessible to the students during the school day. The ELBS will establish administrative guidelines to guide future, potential fundraising activities in ELBS school, including procedures for requesting a fundraiser exemption. Documentation of exemptions granted will be retained.</p> <p>Fundraising activity is directed toward parents and staff.</p> <p><i>Non-Sold Competitive Foods –</i></p> <p>Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, will meet or exceed the standards established by the ELBS.</p> <p>If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards will apply:</p> <ol style="list-style-type: none"> 1. Rewards and Incentives: <ol style="list-style-type: none"> a. Foods and beverages will not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.). b. Foods and beverages may be identified in a student's Behavior Intervention Plan as edible reinforcement to promote development of positive/desired behaviors. The plan is included in the IEP and is developed by the parent, behavior specialist and classroom teacher. The plan will include healthiest options of preferred reinforcers and the team will work to identify and transition to the use of non-edible reinforcers. |
|--|--|

| | |
|--|--|
| | <p>2. Classroom Parties and Celebrations:</p> <ul style="list-style-type: none"> a. Classroom parties/celebrations with food/beverages will be limited to no more than one (1) per month in each classroom. b. Parents/Guardians will be informed through written notice or other efficient communication methods that foods/beverages should only be brought in when requested for planned event/activity. c. Classroom parties will offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies, candy) and will provide the following added options: <ul style="list-style-type: none"> • Fresh fruits/vegetables; and • Water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk. d. When possible, foods/beverages for activities and celebrations will be provided by the food service department to help prevent food safety and allergy concerns. e. Food celebrations will not occur until after the end of the lunch period. <p>3. Shared Classroom Snacks:</p> <ul style="list-style-type: none"> a. Shared classroom snacks are permitted on a very limited basis and only items previously discussed and approved by teacher/supervisor, and delivered by parent in the unopened, original packaging. |
|--|--|

| | |
|--|--|
| <p>7 CFR Sec. 210.11, 210.31</p> <p>Pol. 209.1</p> | <p>The ELBS will provide a list of suggested healthy food and beverage alternatives to parents/guardians and staff, posted via the ELBS website, wellness newsletters, posted notices and/or other efficient communication methods.</p> <p>Marketing/Contracting –</p> <p>There is no marketing or product promotion at the ELBS. In the future, should any foods and beverages be marketed or promoted to students during the school day, the products will meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with any established ELBS Administration administrative regulations.</p> <p><u>Management of Food Allergies in ELBS School</u></p> <p>The ELBS will maintain the implementation of administrative guidelines to address food allergy management in the school in order to:</p> <ol style="list-style-type: none"> 1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions. 2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction. 3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities. 4. The ELBS food service operation is peanut/tree nut free . A peanut free zone is available for students with nut allergies who have peers carrying lunch from home. No student carrying a lunch from home should use this designated area. |
|--|--|

| | |
|-------------------|--|
| | <p><u>Safe Routes to School</u></p> <p>All students of the ELBS are transported by vehicle to school, including buses, vans and personal automobiles. Student being transported by parent via public transportation are accompanied at all times by supervising parent/guardian and will be encouraged to follow established public safety guidelines. The ELBS will cooperate with local municipalities, public safety agency, police departments to develop and maintain safe transportation zone near the school, including use of School Zone signs and lights which are activated during arrival and departure.</p> |
| References | <p>School Code – 24 P.S. Sec. 504.1, 1337.1, 1422, 1422.1, 1422.3, 1512.1, 1513</p> <p>National School Lunch Program – 42 U.S.C. Sec. 1751 et seq.</p> <p>School Breakfast Program – 42 U.S.C. Sec. 1773</p> <p>Healthy, Hunger-Free Kids Act of 2010 – P.L. 111-296</p> <p>National Food Service Programs, Title 7, Code of Federal Regulations – 7 CFR Part 210, Part 220</p> <p>ELBS Administration Policy – 102, 103, 103.1, 105, 209.1, 229, 808</p> <p>Developed using the PSBA template: © 2017 PSBA</p> |
| KEYWORDS: | |

VII. APPROVAL:

Administrator/Service Line Director6/29/17
Date**IX. REVIEW AND REVISION HISTORY**

| Version # | Approval Information | | Author | Summary |
|-----------|----------------------|----------------------------|---|--|
| | Date | Name | | |
| 1 | 4/6/06 | Maureen Barber-Carey, Ed.D | Kathleen Bastow, M.Ed | Original School Wellness Policy approved by PDE |
| 2 | 8/20/12 | Jeanne Baker | Kathleen Bastow, M.Ed | School Wellness Policy converted to BNI format |
| 2 | 8/15/16 | Jeff Zibelman | Kathleen Bastow, M.Ed | Revised to reflect change in activities/implementation |
| 3 | 6/29/17 | Jeff Zibelman | Kathleen Bastow, M.Ed for the School Wellness Committee Members | Revised to comply 2017 Guidelines and current regulation |
| | | | | |



Barber National Institute

Making dreams come true.

As a member of the Elizabeth Lee Black School Community, I have accepted the opportunity to be part of the School Wellness Committee and have had the opportunity to participate in review of the current status of wellness policy and related activities, review of Wellness survey results, generation of recommended revisions to the current Wellness Policy and Plan. I have reviewed the Wellness Plan/Policy as recommended for Administrative approval and commit to supporting its implementation:

Kathleen Bastow QA Coordinator/Wellness Chairperson

Gage Bunker Teacher – Adpated PE and Fitness

Ellen Danowski School Nurse

Judy Dible Community Volunteer/ELBS Advisory Board

Stephanie Lorei Teacher – Inclusive EI

Jean Gardiner Teacher – Elementary Sp Ed

Christine Gross Physical Therapist

Maria Hopkins Paraeducator Trainer

Elizabeth Meighen Physical Therapist

Shawn Miller Teacher – Secondary Sp Ed

Wendy Sadlier School Cafeteria Manager

Megan Teall Paraeducator

Julie Vrenna Teacher – ECE