

# School Wellness Policy Building Annual Progress Report

School Name: Hawthorne Elementary School

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This tool is to document each school's progress in meeting the expectations of the district's wellness policy. Schools should document the steps that have or will be taken. The items that are completed at the district level should be pre-filled to inform all school staff of the implementation status of all goals.

Wellness Policy Language <i>(add more lines for goals as needed and change goal titles based on local policy language)</i>	Fully in Place	Partially in Place	Not in Place	List steps that have been taken to implement goal and list challenges and/or barriers of implementation.	List next steps that will be taken to fully implement and/or expand on goal.
<b>Nutrition Education and Promotion Goals</b>					
1. Promote nutrition and/or provide nutrition education at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health.		x		Some teachers incorporate the fruits and vegetables grant into daily lessons.	Bring more teachers on board.
2. Promote nutrition and/or provide nutrition education as part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects.		x		Some teachers do their own short lessons on health as it applies to the unit they are currently studying.	Work with grade level groups to incorporate short nutrition education pieces along with planned lessons.
3. Promote nutrition and/or provide nutrition education that includes enjoyable, developmentally appropriate, culturally relevant participatory activities, such as contests, promotions, taste-testing, farm visits, and school gardens.	x			Teachers coordinate field trips to local farms, orchards, pumpkin patches, conservation field trips, etc. Also around 20 different classrooms are actively participating in the school garden.	Continue to coordinate field trips and expand participation in the school garden.
4. Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, healthy food preparation methods and health enhancing nutrition practices.		x		Hawthorne participates in the FFVP program.	Will expand lesson plans to include more information about all of the food groups.

5. Emphasize caloric balance between food intake and physical activity.			x	Students participate in PE, but there is no component for caloric intake and physical activity.	To include lesson plans for PE teachers that touches on exercise and calories.
6. Links with meal programs, other foods and nutrition-related community services		x		Children can participate in the summer feeding program. We do offer supplemental breakfast for students who arrive late or complain of hunger.	Explore options for students to receive free breakfast and lunch via CEP.
7. Provide nutrition training for administrators, teachers, and other staff members.	x			None at this time.	Will look at providing nutrition education once per semester at PD meetings.
<b>Physical Education and Physical Activity Goals</b>					
1. The school district will provide at least 30 minutes of physical activity per day for students in K-5 <sup>th</sup> grade.	x			Currently in place.	Will continue current policy.
2. The District will provide at least 120 minutes of physical activity per week for students in 6-12 <sup>th</sup> grade.				N/A	
3. The district will provide physical education that is for all students in kindergarten through 12 <sup>th</sup> grade, is taught by a certified physical education teacher, includes students with disabilities, students with special health care needs may be provided with alternative educational settings, and engages students in moderate to vigorous activity during physical education class time.	x			Currently in place.	Will continue current policy.
4. Elementary schools will provide recess for students that is at least 20 minutes per day, is preferably outdoors, encourages moderate to vigorous physical activity and discourages extended periods of 2 or more hours of inactivity.	x			Recess at least 20 minutes per day. Students are not inactive for more than 2 hours at a time.	Will continue current policy.
5. When activities, such as mandatory school-wide testing make it necessary for students to remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active.	x			During testing, students are given built in breaks to increase physical activity.	Will continue current policy.

<p>6. Employees should not use physical activity (e.g., running, pushups) as disciplinary action. Withholding opportunities for physical activity (e.g., recess, physical education) is discouraged.</p>		x		<p>Recess is periodically with held only after other intervention attempts have been unsuccessful. Additional physical activity is not used as a discipline. Even if a student is with held one physical activity period, they will not miss all physical activity for the day. For example, it may only be for 5 minutes of the recess period.</p>	<p>Other behavior interventions are tried before recess is with held.</p>
<p><b>Nutrition Guidelines for All Foods Available to Students</b></p>					
<p>1. Meals served by the school district to students will be appealing and attractive to students, be served in clean and pleasant settings, meet at a minimum, nutrition requirements established by state and federal law, offer a variety of fruits and vegetables, include low-fat and fat-free milk and nutritionally equivalent non-dairy alternatives (as defined by the USDA), encourage serving of whole grain products, and accommodate alternatives for those students with allergies that meet the above guidelines as closely as possible.</p>		x		<p>Meals follow federal and state guidelines. The cafeteria is a multipurpose area as it is the gym and functions as the auditorium, which limits the extent to which it can be decorated as a cafeteria. The cafeteria staff and custodians ensure the gym and kitchen areas are clean and sanitary daily.</p>	.
<p>2. Breakfast-To ensure that all students have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn, schools will notify parents and students of the availability of the district's breakfast program and encourage parents to provide a healthy breakfast for their children.</p>	x			<p>Students can eat breakfast each day in the cafeteria. Students arriving late or complaining of hunger are offered an appropriate snack to ensure they aren't going without a meal until lunch period. Information regarding the breakfast program is sent out at registration. New families are given information about meals when they register.</p>	<p>Will explore the options of becoming a CEP building for SY 17-18 to increase availability of free meals to all students regardless of income or FR status. Will expand on our website and include more information about breakfast in newsletters and power announcements.</p>

				Breakfast information is also on our website, but not in great detail.	
3. Beverages- The school district will seek to provide water without added caloric sweeteners, fruit and vegetable juices and fruit-based drinks that contain at least 50% fruit juice and that do not contain additional caloric sweeteners, unflavored or flavored low-fat or fat-free milk, and nutritionally equivalent nondairy beverages (as defined by the USDA).		x		All beverages served at meal times are skim flavored or unflavored milk. For celebrations, parent are encouraged to bring appropriate beverages, but there is no policy regarding what parent bring in for parties. The usually coordinate with the teachers.	Explore creating a guideline for beverages brought in by parents to add to the handbook and website.
4. Free and Reduced Meals-The school district will make every effort to eliminate any social stigma attached to and prevent overt identification of students who are eligible for free and reduced-price meals. Toward this end, the district will utilize electronic identification and payment systems and promote the availability of meals to all students	x			SY 14-15, we switched from using powerlunch to Wordware. Wordware has increased privacy, such that even those clerks who are operating the lunch computers know who is free and reduced. Students use their lunch cards or lunch numbers to charge meals.	We will continue to make sure that Wordware software is compliant with all privacy regulations and stay informed of any new regulations.
5. Sharing of Food- The school district prohibits students from sharing foods or beverages with one another during meal or snack times, given concerns about allergies, spreading of germs and communicable diseases, and other restrictions on student diets.	x			Lunch monitors ensure that students are not sharing food at mealtimes.	Will continue current practice. Lunch monitors will receive information at the start of the year regarding lunch room regulations.
6. Meal times and scheduling- The school district will provide students with adequate and appropriate time for meals. Meal periods will be at appropriate times e.g., lunch should be scheduled between 11am and 1pm.	x			Breakfast is served between 7:30 and 7:55. Lunch is served between 10:55 and 12:46 depending on the day's schedule.	Possibly look into the efficacy of 2 <sup>nd</sup> chance breakfast or breakfast in the classroom. Current pilots are running in different states and the results aren't completed yet.

7. The district will provide students access to hand washing or hand sanitizing before they eat meals or snacks and take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia, or high tooth decay risk)	x			Students have access to handwashing and encourage hand sanitizing before lunch. Students with special oral health needs are accommodated.	Will continue current practice.
8. Qualification of food service and staff- Qualified nutrition professionals will administer the programs. As part of the district's responsibility to operate a food service program, the district will provide continuing professional development programs and training programs for the Food Service Director, kitchen managers, and cafeteria workers, according to their level of responsibility.	x			Food service director oversees operations (BS FCS Dietetics). Director, manager, lead server all have been ServSafe certified. All staff receive beginning of year training on SOPs and Civil Rights training. Additional training is offered as individual needs for reinforcing policies arise.	We are currently rotating staff through the ServSafe certification. Certification is valid for 5 years, it is expensive, so each year 2-3 staff members are receiving the class and exam. This will ease the financial burden of sending all staff at once. Class ranges from \$150-\$180 per individual.
<b>Other Aspects of Wellness Plan-Nutrition Guidelines</b>					
1. Fundraising Activities- Regulated fundraising groups' activities, which offer the sale of food and/or beverages on school property to students by students and/or student groups/organizations, must use foods and or beverages that are compliant with the school's wellness policies. These groups' activities will be encouraged to promote physical activity.	x			No fundraisers with ready to eat after purchase foods are taking place currently at Hawthorne. Most sales are delivered to buyer after school hours and not consumed on school premises.	Will continue to monitor.
2. To support student health and school nutrition-education efforts, non-regulated school fundraising groups' activities will be encouraged to use foods and/or beverages that are compliant with the school's wellness policies and promote physical activity. The District will make available a list of ideas for fundraising activities.			x	There is currently no list of fundraising activities available.	Will develop a list of fundraising activities.
3. Rewards-The school district will discourage use of foods or beverages, especially those that do not meet the nutrition standards for foods and beverages sold			x	Foods are used as rewards both in school wide activities and on a class by class basis. It is not used	

individually, as rewards for academic performance or good behavior, and will not withhold food or beverages (including food served through meals) as a discipline.				as a regular form of managing behaviors.	
<b>Other School Based Activities Goals</b>					
<b><i>Integrating Physical Activity into the Classroom Settings</i></b>					
1.The District will: integrate physical activity into classroom settings by offering classroom health education that compliments physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities.			x	No standardized health curriculum exist in the classrooms on a school wide basis. Individual teachers may add lessons in at their own discretion.	Will work to develop a set of short lessons for teachers to integrate into their planned units.
2. The District will discourage sedentary activities, such as watching television, playing computer games, etc.	x			Hawthorne uses sedentary media at a minimum level and encourages active learning. Wiis are used to incorporate activity into media based learning.	Will continue to monitor.
3. The district will provide opportunities for physical activity to be incorporated into other subject lessons and encourage classroom teachers to provide short physical activity breaks between lessons or classes, as appropriate.	x			Hawthorne includes “brain breaks” daily at regular intervals to reduce inactivity in the classroom. Stations are also used.	Will continue to monitor.
<b><i>Communication with Parents</i></b>					
1. The District will communicate with parents regarding providing students with a healthy diet and daily physical activity, by sending home nutrition information and posting nutrition tips on a school web site.					
2. By encouraging parents to pack healthy lunches and snacks to refrain from including beverages and foods that do not meet the established nutritional standards for individual foods and beverages.			x	Parents are encouraged to send nutritional lunches?	The handbook will expand upon what constitutes a healthy lunch on our website for parents to access.

3. By providing parents a list of foods that meet the school district's snack standards, ideas for healthy celebrations/parties, rewards, and fundraising activities.			x	We do not currently have a list of appropriate foods for parents to access.	Will develop a list of foods to distribute to parents at registration and in the handbooks. Information will also be included online on our website.
4. By asking parents or guardians to notify the school if their student has any food allergies or special dietary requirements.	x			Our district has implemented a detailed policy regarding food allergies and the procedures to follow.	Will continue to monitor.
5. By providing information about physical education and other physical activity opportunities before, during and after the school day.			x	Will begin including physical activity tips and blurbs in monthly newsletters and on the website.	Will continue to monitor.
6. By supporting parents' efforts to provide their children with opportunities to be physically active outside of school.			x	Not currently in place. The community has club sports and we allow families access to the gym over the summer months.	Will explore ways to find and distribute more information about physical activity opportunities to parents.
7. By sharing information about physical activity and physical education through a web site and/or newsletter.			x	See above	
8. The school district will also provide instruction concerning cardiopulmonary resuscitation (CPR) to all students, so that each student has completed instruction in CPR prior to their high school graduation. The district may offer this instruction as it deems appropriate, including offering it through its physical education program.				N/A CPR is offered at the HS level.	
<b>Food Marketing in Schools</b>					
1. 1. The District will market food in a manner consistent with nutritional education and health promotion, by limiting food and beverage marketing to the promotion of foods and beverages that meet the nutritional standards for meals or for foods and beverages sold individually.	x			We don't market any specific food brands outside possibly the dairy where we obtain our milk and Hy-Vee who partners with us for the FFVP.	Will continue to monitor.

2. The District will prohibit school-based marketing of brands promoting predominantly low-nutrition foods and beverages.	x			See above	
3. The District will promote healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products.	x			See above	
4. The District will market activities that promote healthful behaviors.	x			Signage promoting physical activity and posters promoting healthy eating are up around the school.	
<b>Staff Wellness</b>					
1. The school district values the health and well-being of every staff member. Staff members are encouraged to plan and implement activities that support efforts to maintain a healthy lifestyle.	x			Staff can join the YMCA through a program that offers a discounted rate. District also provides frequent emails district-wide promoting workplace safety.	