



## **WASHOE COUNTY SCHOOL DISTRICT STUDENT WELLNESS ADVISORY COMMITTEE**

Wednesday, March 21, 2018 at 5:45 p.m.  
WCSD Administration Building,  
425 E. 9<sup>th</sup> Street, East Conference Room  
Reno, Nevada 89512

### **AGENDA**

#### **1. OPENING ITEMS**

- 1.01 Call to Order - 5:45 P.M., WCSD Administration Building, 425 East 9th Street, Board Room, Reno, Nevada 89512
- 1.02 Roll Call
- 1.03 Public Comment - Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A "Citizen's Request to Speak" card should be filled out and submitted to the Recording Secretary before speaking during the Public Comment section. All persons are limited to 3 minutes per item. In accordance with Open Meeting Law and on the advice of legal counsel, the public body is discouraged from discussing and precluded from deliberating and/or acting on items raised by Public Comment which are not already on the agenda. The public body may impose reasonable content-neutral restrictions on public comment such as willfully disruptive comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Correspondence or written materials submitted for public comment by the general public shall be attached to the minutes of the meeting.
- 1.04 Action to Adopt the Agenda (For Possible Action) – Items on this agenda may be taken out of order; the Public Body may combine two or more agenda items for consideration; and the Public Body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

#### **2. DISCUSSION, PRESENTATION AND ACTION ITEMS** (Public comment: any individual may address the public body concerning any item listed below. A completed "Citizen's Right to Speak" card must be submitted to the public body at the meeting. During the discussion of each item on the agenda, the Chair will invite the individual to come forward to speak. Individuals are limited to three minutes per item.)

- 2.01 DISCUSSION AND POSSIBLE ACTION TO SELECT A COMMITTEE CHAIR FOR THE REMAINDER OF THE 2017-18 SCHOOL YEAR AND THE 2018-19 SCHOOL YEAR ENDING JUNE 30, 2019 FROM CURRENT MEMBERSHIP: STEVEN SHANE, WARREN LEE, CARRIE LAMBOURNE, CATHERINE POLLEY, ANNA KANAROWSKI, STEPHEN WIGGS, FRED WRIGHT, CINDY RAINSDON, ALISON SIMCOX, SUE EGLOFF, AND PATRICIA CARROLL (FOR POSSIBLE ACTION)
- 2.02 APPROVAL OF THE MINUTES OF THE MEETING OF THE STUDENT WELLNESS ADVISORY COMMITTEE OF NOVEMBER 15, 2017 (FOR POSSIBLE ACTION)

- 2.03 DISCUSSION AND POSSIBLE ACTION TO RECOMMEND THE SUPERINTENDENT APPROVE CHANGES TO THE COMMITTEE BYLAWS, TO INCLUDE UPDATING REFERENCES TO THE ANNUAL MEETING SCHEDULE AND THE APPLICATION AND SELECTION PROCESS TO FILL VACANT POSITIONS (FOR POSSIBLE ACTION)
- 2.04 DISCUSSION OF PROPOSED CHANGES TO ADMINISTRATIVE REGULATION 5600, STUDENT WELLNESS (FOR DISCUSSION ONLY)
- 2.05 PRESENTATION OF PROGRESS TOWARD 2017-18 STUDENT WELLNESS GOALS: Wellness Goal 1 - Nutrition Promotion and Education, "provide education at school sites and in the community on "Smart Snack Standards" to increase understanding among teachers, students and parents;" Wellness Goal 2 - Physical Activity – develop and implement a site plan at each school that provides the opportunity for all students to participate in thirty (30) minutes of daily, moderate to vigorous physical activity; and, Wellness Goal 3 - School Based Activities that Promote Student Wellness, "in each school, document activities that are already occurring that promote student wellness, as well as develop and pilot a system for collecting information annually" (FOR DISCUSSION ONLY)
- 2.06 COMMUNITY PRESENTATION ON UPCOMING NEVADA DEPARTMENT OF AGRICULTURE (NDA) WELLNESS CONFERENCE FOR WASHOE COUNTY SCHOOL DISTRICT (FOR DISCUSSION ONLY)

### **3. CLOSING ITEMS**

- 3.01 Announcement of Next Meeting: May 16, 2018, WCSD Administration Building, 425 East 9th Street, Board Room, Reno, Nevada 89512 at 5:45 p.m.
- 3.02 Public Comment - Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. A "Citizen's Request to Speak" card should be filled out and submitted to the Recording Secretary before speaking during the Public Comment section. All persons are limited to 3 minutes per item. In accordance with Open Meeting Law and on the advice of legal counsel, the public body is discouraged from discussing and precluded from deliberating and/or acting on items raised by Public Comment which are not already on the agenda. The public body may impose reasonable content-neutral restrictions on public comment such as willfully disruptive comments that are irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Correspondence or written materials submitted for public comment by the general public shall be attached to the minutes of the meeting.
- 3.03 Adjourn Meeting

Forum Restrictions and Orderly Conduct of Business: The Student Wellness Advisory Committee conducts the business of the Washoe County School District during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or

behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Members of the public wishing to request supporting materials for this meeting or who are disabled and require special accommodations or assistance at the meeting are requested to notify the District's Department of Board Services by telephone at (775) 789-4621; by fax at (775) 348-0304; or via email at [committees@washoeschools.net](mailto:committees@washoeschools.net) prior to the meeting date.

This agenda and supporting materials, when appropriate, have been posted at the following locations:

[www.washoeschools.net](http://www.washoeschools.net)

[www.boarddocs.com/nv/washoe/Board.nsf/Public](http://www.boarddocs.com/nv/washoe/Board.nsf/Public)

State of Nevada website (notice.nv.gov)

WCSD Central Administrative Building

Washoe County Administration Building

Washoe County Courthouse

Reno City Hall

Sparks City Hall

Sparks Library

Pyramid Lake Paiute Tribe Administration Building

Reno Sparks Indian Colony Administrative Office



## **Washoe County School District Student Wellness Advisory Committee Meeting Minutes**

November 15, 2017

### **1. Opening Items**

#### **1.01 Call to Order**

The meeting of the Board Policy Committee was called to order at 5:52 p.m. in the Board Room of the WCSD Administration Building, 425 East 9<sup>th</sup> Street, Reno, Nevada.

#### **1.02 Roll Call**

Chair Andrea Gregg, Members, Kelli Goatley-Seals, Carrie Lambourne, Dr. Steven Shane, Catherine Polley, Anna Kanarowski, Fred Wright, Cindy Rainsdon, and Patricia Carroll were present at roll call. Member Sue Egloff arrived at 6:05pm. Members Warren Lee, Stephen Wiggs, and Alison Simcox were absent. Committee liaison Dr. Dana Ryan and staff were also present.

#### **1.03 Public Comment**

There was no public comment at this time.

#### **1.04 Action to Adopt the Agenda**

**On motion by Kelli Goatley-Seals, second by Fred Wright, the Student Wellness Advisory Committee approved the agenda as presented** (Yea: Andrea Gregg, Kelli Goatley-Seals, Carrie Lambourne, Dr. Steven Shane, Catherine Polley, Anna Kanarowski, Fred Wright, Cindy Rainsdon, and Patricia Carroll). Final Resolution: Motion Carries 9-0

### **2. Discussion, Review and Development of Board Policies**

#### **2.01 APPROVAL OF THE MINUTES OF THE MEETING OF THE STUDENT WELLNESS ADVISORY COMMITTEE AUGUST 23, 2017 (FOR POSSIBLE ACTION)**

**On motion by Fred Wright, second by Anna Kanarowski, the Student Wellness Advisory Committee approved the minutes as presented** (Yea: Andrea Gregg, Kelli Goatley-Seals, Carrie Lambourne, Dr. Steven Shane, Catherine Polley, Anna Kanarowski, Fred Wright, Cindy Rainsdon, and Patricia Carroll). Final Resolution: Motion Carries 9-0

**2.02 REPORT ON THE RESPONSE FROM THE SUPERINTENDENT ON THE COMMITTEE RECOMMENDATIONS FOR STUDENT WELLNESS GOALS FOR THE 2017-18 SCHOOL YEAR: WELLNESS GOAL 1: NUTRITION PROMOTION AND EDUCATION, "PROVIDE EDUCATION AT SCHOOL SITES AND IN THE COMMUNITY ON "SMART SNACK STANDARDS" TO INCREASE UNDERSTANDING AMONG TEACHERS, STUDENTS AND PARENTS;" WELLNESS GOAL 2: PHYSICAL ACTIVITY – TO DEVELOP AND IMPLEMENT A SITE PLAN AT EACH SCHOOL THAT PROVIDES THE OPPORTUNITY FOR ALL STUDENTS TO PARTICIPATE IN THIRTY (30) MINUTES OF DAILY, MODERATE TO VIGOROUS PHYSICAL ACTIVITY; AND WELLNESS GOAL 3: SCHOOL BASED ACTIVITIES THAT PROMOTE STUDENT WELLNESS, "IN EACH SCHOOL, DOCUMENT ACTIVITIES THAT ARE ALREADY OCCURRING THAT PROMOTE STUDENT WELLNESS, AS WELL AS DEVELOP AND PILOT A SYSTEM FOR COLLECTING INFORMATION ANNUALLY" (FOR DISCUSSION ONLY)**

There was no written response but the Superintendent has given her approval for the goals as set forth.

**2.03 PRESENTATION OF 2017-18 STUDENT WELLNESS STAFFING AND DISCUSSION OF PLAN FOR IMPLEMENTING AND REACHING STUDENT WELLNESS GOALS (FOR DISCUSSION ONLY)**

The District has entered into an agreement with High Sierra Area Health Education Center ("AHEC") to be the facilitator of the Student Wellness goals and initiatives for the 2017-18 school year. The agreement with AHEC will take the place of the previously filled half time position. AHEC's scope of work includes, but is not limited to, providing support and advice to building leaders in grades K-12 to reach compliance with the Nevada State and Washoe County Wellness policy, supervising the completion of the Student Wellness guidelines document, managing exception days, working on the response system for the Student Wellness email, and managing the content of the Student Wellness website.

Jason Klonicke, WCSD teacher, will oversee the physical activity goal. Andria Hanski, in her capacity with AHEC, will continue to provide guidance to school staff. Staff members from the Signatures & CTE Department will provide support in the following areas: the culinary curriculum, student stores, and community initiative and engaging students. AHEC will be the primary contact for Student Wellness.

Goal 1 Update: AHEC was present at the Annual Career Expo to represent Student Wellness and students were able to engage with them. They were also present at the Passport Nights to interact with families. Goal 2 Update: Jason Klonicke has put together a group of administrators to develop systems to implement and track outcomes to make sure the goal for physical activity is being met. Goal 3 Update: Schools will be asked to

report exception days using a new exception day reporting tool created to make reporting easier. AHEC will begin to meet with principals and administrators, starting with the schools who did not report last year and start to build those relationships. The Wellness Champions program has not been rolled out but will be expanded to 8 people in the spring.

## **2.04 COMMUNITY PRESENTATION ON “RETHINK YOUR DRINK” CAMPAIGN AND DISCUSSION ON POTENTIAL FOR USING INITIATIVE AS A RESOURCE FOR STUDENT WELLNESS (FOR DISCUSSION ONLY)**

Dr. Jamie Benedict, Associate Professor in the Department of Agriculture, Nutrition and Veterinary Sciences at the University of Nevada, Reno, presented information about the “Rethink Your Drink” Campaign. “Rethink Your Drink” is a community based effort to promote healthful beverage choices and to reduce the intake of sugary drinks amongst the school aged children (6-12 years old). In the context of this campaign, a sugary drink is any drink with added caloric sweetener. Sugary drinks present a health risk when consumed in excess and there is plenty of evidence that children drink too many sugary drinks and more than half of children are at risk for inadequate hydration. Research of 30-40 years shows the popularity of sugary drinks has increased because of its availability, marketing, price, and portion sizes. The “Rethink Your Drink” campaign grew out of a community needs based assessment which indicated that health professionals in our community were concerned about the intake of sugary drinks because they were seeing the effects on their patients. This gave notion to the multifaceted community wide campaign. This is a nationwide problem that is becoming global. “Rethink Your Drink” is an educational campaign which has 4 different informational brochures, available in English and Spanish. About 4000 families have received these via mail. The primary audience are the parents and guardians of the children because the majority of these drinks are consumed at home. The secondary audience is the primary care providers and dentists for which the program provides resources to help facilitate the education of their patients. The most recent approach has been grocery stores. The program has developed 29 recipes that give families options for drinks and 5 stores have given “Rethink Your Drink” the opportunity to have a stand with these recipes. They are free to the community. For community awareness, the campaign has used billboards around Reno, advertisement in the Washoe Parents newsletter and well as through the Reno Gazette Journal. More information and resources can be found on the website at [rethinkyourdrinknevada.com](http://rethinkyourdrinknevada.com) as well as on Facebook.

Student Wellness will be working with the “Rethink Your Drink” team to bring this information into the classrooms.

## **3. Closing Items**

**3.02 Announcement of Next Meeting:** The next meeting of the Student Wellness Advisory Committee will be February 21, 2018.

**3.03 Public Comment**

No public present.

**3.04 Adjourn Meeting**

There being no further business, Acting Chair Goatley-Seals adjourned the meeting at 6:45 p.m.

**STUDENT WELLNESS ADVISORY COMMITTEE -  
A COMMITTEE OF THE  
WASHOE COUNTY SCHOOL DISTRICT**

**BYLAWS**

**Authority**

In accordance with Board Policy 5600, Student Wellness, and federal and state laws and regulations, the Board of Trustees does hereby establish the Student Wellness Advisory Committee ("Committee") as a standing committee of the Washoe County School District ("District") Superintendent.

**Mission and Purpose**

1. The State of Nevada requires Local Educational Agencies (school districts) to form an advisory group. Such group shall:
  - a. Be comprised of a diverse team consisting of committed school and community stakeholders to assess the District's needs;
  - b. Develop a wellness policy that meets the operational realities of the District;
  - c. Work toward improved health and wellness outcomes for students;
  - d. Develop, review, and update the District's school wellness policy as needs change, goals are met, new information emerges, and the annual review is completed.
  - e. Serve in an advisory function to the Superintendent in areas of student health and wellness.
2. Mission Statement
  - a. The Committee supports the Superintendent and Board of Trustees in creating a school environment that promotes sound nutritional practices, physical activity, standardized healthy food choices, nutritional education, and other school-based activities that promote student health and well-being.

**Reporting Structure**

1. Recommendations from the Student Wellness Advisory Committee shall be made to the Superintendent. The Superintendent, through appropriate staff, shall ensure Committee proposals are feasible: operationally, financially and academically.

2. The Superintendent shall review recommendations to determine feasibility and whether action should be taken by the Superintendent or the Board of Trustees.
3. The Superintendent shall have the option to:
  - a. Approve any recommendation of the committee;
  - b. Approve, with changes, any recommendation of the committee;
  - c. Deny any recommendation of the committee;
  - d. Return any recommendation of the Committee back to the Committee with suggested changes; or
  - e. Forward any recommendation of the Committee to the Board of Trustees for appropriate action.

## Composition

### 1. Appointments

- a. Members shall be selected in accordance with the application and review process described below and established by the District's Committee Operating Procedures Manual.
  - i. A selection group to include the committee's staff liaison shall meet to review the applications. The group may include the Board Services representative. It shall not include any current member of the Student Wellness Advisory Committee.
    1. Any application(s) deemed to not meet the criteria of open positions on the committees shall be set aside but may be considered in the future.
  - ii. Applications deemed to meet the criteria shall be considered at a properly noticed meeting of the Committee, generally the final meeting of the committee year.
  - iii. Through a vote of the membership, a recommendation shall be made to the Superintendent to approve the selection(s) and fill any vacant seats.
  - iv. The Superintendent shall retain final authority to approve any member to the committee.

~~a. Following an advertised application period, members shall be selected utilizing the application and review process established by the District's Committee Operating Procedures Manual.~~

~~i. Applications shall be accepted on an ongoing basis;~~

~~ii. When openings occur, the Department of Board Services shall convene a selection panel to review applications and designate a finalist;~~

~~1. Staff finalists shall be approved by the District Office identified in these bylaws.~~

~~2.1. All members of the Committee shall be considered and approved by the Superintendent. Following the initial establishment of the membership, the existing members of the Committee, during a properly noticed public meeting, shall select and recommend new and/or reappointed members for approval by the Superintendent.~~

## 2. Voting Membership

a. Voting membership shall consist of thirteen (13) voting members, as follows:

i. Six (6) non-District staff, including:

1. One (1) parent/guardian of a student who attend school in the District
2. Three (3) community members from the health arena, to include nutrition, physical fitness and wellness
3. One (1) at-large community member
4. One (1) student of a District high school

ii. Seven (7) representatives of the District, to include the following:

1. One (1) teacher of physical education, with the approval of the ~~Chief Academic Officer~~Superintendent or Designee
2. One (1) teacher of elementary education, with the approval of the ~~Chief School Performance Officer~~Superintendent or Designee

3. One (1) teacher of culinary arts, baking/pastry, and/or foods/nutrition, with the approval of the ~~Superintendent~~Chief Academic Officer or Designee
4. One (1) staff member of the Nutrition Services Department, with the approval of the ~~Superintendent~~Chief Operations Officer or Designee
5. One (1) school health professional, with the approval of the ~~Superintendent~~Chief Student Services Officer or Designee
6. One (1) site administrator from an elementary school, with the approval of the ~~Chief School Performance Officer~~Deputy Superintendent or Designee
7. One (1) site administrator from a secondary school, with the approval of the ~~Chief School Performance Officer~~Deputy Superintendent or Designee

3. Term of Service

- a. A term of membership shall be two (2) years, commencing on July 1st and ending June 30th.

MEMBER	CATEGORY	TERM ENDS
A	Parent/guardian of a Student who attends a District school	June 30 of Even-Numbered Years
B	Community member from the health arena	June 30 of Even-Numbered Years
C	Community member from the health arena	June 30 of Odd-Numbered Years
D	Community member from the health arena	June 30 of Even-Numbered Years
E	At-large community member	June 30 of Odd-Numbered Years
F	Student of a high school in the District	June 30 of Even-Numbered Years
G	Teacher of physical education in the District	June 30 of Odd-Numbered Years

H	Teacher of elementary education in the District	June 30 of Even-Numbered Years
I	Teacher of culinary arts in the District	June 30 of Odd-Numbered Years
J	Staff member of the WCSD Nutrition Services Department	June 30 of Even-Numbered Years
K	School health professional employed by the District	June 30 of Odd-Numbered Years
L	Site administrator from a District elementary school	June 30 of Even-Numbered Years
M	Site administrator from a District secondary school	June 30 of Odd-Numbered Years

b. Members who cannot complete their term on the Committee should submit a letter of resignation to the Committee Chair. Upon acceptance of the letter of resignation, the position shall be opened using the District's application process.

i. A member who is appointed to fulfill the term of a member who has resigned or been removed, shall complete the term of the vacating member.

c. No member may serve for more than five (5) consecutive two-year terms without at least a one year break in service.

#### 4. Vacancy

a. A vacancy in the membership of the Committee must be filled in the same manner as the original appointment for the remainder of the unexpired term.

#### 5. Officers

a. The officers of the Committee shall be Chairperson and Vice-Chairperson, who are voting members of the committee.

b. Officer Nomination and Election

- i. Officers shall be elected by vote of the members of the Committee and be elected by majority vote of the members of the Committee.
- ii. The term of office shall be from July 1 to June 30 and shall be for one (1) year. Officers may be re-elected for one additional term.
- iii. Election of officers shall be held during the regularly scheduled June meeting, with terms to begin in July of that same year.
- iv. All nominees shall be present at the scheduled meeting to accept the nomination.

c. Removal of Officers

- i. An officer may be removed for just cause at any time by a two-thirds (2/3) vote of the Committee.
- ii. A vacancy in an officer's position, due to resignation or removal, shall be filled using the normal District's protocol for the election of officers.

6. District Staff Liaison

- a. The District shall provide a Staff Liaison, who shall serve in a non-voting capacity, and administrative support to the committee. That individual shall work with staff of the Board Services Department to:
  - i. In conjunction with the Committee Chair, set the meeting agendas and meeting schedule;
  - ii. Advise the committee on the goals of the Board of Trustees and Superintendent;
  - iii. Advise the committee on information in the District that concern the Committee;
  - iv. Report to the Superintendent the happenings of the Committee.

**Procedural Responsibilities**

- 1. The Committee shall comply with state laws and regulations, and specifically Nevada's Open Meeting Law, Nevada Revised Statutes (NRS) Chapter 241, Meetings of State and Local Agencies.
- 2. The Committee shall comply with the policies, regulations and procedures of the District, and specifically the District's committee operating procedures.

3. Neither the Superintendent or the Board of Trustees may delegate the responsibility for final decisions to a committee, because such decisions must, by state law, rest with the Board of Trustees or have been delegated to the Superintendent through Board policy. Committees are not empowered to perform management functions.
4. A committee may be dissolved upon completion of its charge or by action of the Board of Trustees.

## **Duties, Skills and Responsibilities**

### **1. General**

- a. All members of the Committee shall be residents of the District.
- b. The Committee members collectively should possess general knowledge of District issues and concerns.
- c. Members shall be familiar with the policies, regulations, and laws governing the District.
- d. Members of the Committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of the Committee and the District with such care as a generally prudent person in a similar position would use under similar circumstances.

### **2. Compensation**

- a. Each member shall serve without compensation.

### **3. Community Engagement**

- a. Each member of the committee will be responsible for meeting with or otherwise getting input from their group type to bring to the committee meetings for discussion.

### **4. Confidentiality**

- a. During the exercise of duties and responsibilities, the Committee members may have access to confidential information. The Committee shall have an obligation to the District to maintain the confidentiality of such information.

### **5. Meetings**

- a. The Committee shall meet, at a minimum, ~~on a quarterly basis~~ twice annually. Regularly scheduled meetings shall be held from July 1st to June 30th of each year. The Chairperson shall establish a calendar of regularly

scheduled meetings in conjunction with the District's staff liaison. Generally, the first meeting of the year will occur in August.

- b. Special meetings may be called at the discretion of the Chair, in conjunction with the District's staff liaison.

#### 6. Meeting Attendance

- a. Attendance records of all Committee members shall be reviewed by the chairperson on a regular basis.
- b. The Chairperson may recommend removal of any member having three (3) or more absences to Committee meetings during one (1) year or for failure to participate on a committee.
- c. Recommendation to remove a member shall be by majority vote of the committee, with final action required by the Superintendent.

### Reporting Requirements

1. The Committee has the duty and responsibility to report its activities to the Superintendent. The Committee's reporting requirements are to:
  - a. Report on the scope and breadth of Committee activities so that the Superintendent is kept informed of its work and can take appropriate action.
  - b. Provide minutes or a summary of minutes of meetings which clearly record the actions and recommendations of the Committee.
  - c. Report on any other matters that the Committee believes should be disclosed to the Superintendent.

### Review and Revision

1. The Board Services Department shall assess and report to the Board of Trustees and Superintendent on the adequacy of these bylaws no less than an annual basis or as necessary. Modifications shall be presented to the Board of Trustees in writing for their review and action.

Date	Revision	Modification
10/11/2016	1.0	Adopted through action of the Board of Trustees
TBA	2.0	<u>Revised: reduced minimum number of meetings to 2 per year; clarified application and selection process</u>



## **Administrative Regulation 5600**

### **STUDENT WELLNESS**

**Responsible Office:** Office of Operations, Department of Nutrition Services

#### **PURPOSE**

This administrative regulation shall establish the procedures and protocols related to student wellness and nutrition in the Washoe County School District ("District"), ensuring compliance with state and federal laws and regulations.

#### **REGULATION**

##### **1. General Provisions**

- a. For the purposes of this administrative regulation, the term school day shall refer to the time from midnight until 30 minutes after the end of the official school day.

##### **2. Student Wellness Goals**

- a. Annually, the District Student Wellness Coordinator in collaboration with the Committee will select, measure, and report progress for one goal from each of the following categories:
  - i. Nutrition promotion and education;
  - ii. Physical activity; and
  - iii. Other school-based activities that promote student wellness

##### **3. Incentives & Rewards**

- a. The District strongly encourages schools and teachers to utilize other forms of incentives or rewards that are not food-based. If food is used as an incentive or reward, it is required that the food awards be in alignment with the Smart Snacks Nutrition Standards. See appendix for Smart Snack Approved Products list.

##### **4. Fundraising**

- a. All items sold to students on the school campus during the school day must meet the federal Smart Snacks Nutrition Standards. There are no exemptions.

## 5. Special Occasions

- a. The District allows for exceptions to the wellness policy for special occasions or holidays, not to exceed twice per month. The following may be considered "special occasions":
  - i. Observances of state or national holidays including, but not limited to, Christmas, Hanukah, and Kwanzaa;
  - ii. School community observances, such as birthday parties; and
  - iii. As part of a learning experience related to the reinforcement of established lesson plans in the classroom.
- b. It is recommended that food be commercially prepared to minimize risks of food borne illnesses and to avoid known food allergens.
- c. The sale of foods as part of a business enterprise or fundraising activity during the school day is not allowed unless the food item(s) meet the Smart Snacks Nutrition Standards.
- d. See appendix for a list of Non-Food Ideas for Celebrations and Information and Considerations for Food Safety and Allergens.

## 6. Meal Consumption

- a. It is the intent of the District to allow each student adequate time to eat their meals, therefore, time spent acquiring the meal is not included in the time to consume the meal.
- b. Each District school shall:
  - i. Provide at least 15 minutes for each student to consume the breakfast meal (providing the school offers breakfast); and
  - ii. Provide at least 20 minutes for each student to consume the lunch meal.

## 7. Physical Activity

- a. Schools shall provide the opportunity for moderate to vigorous physical activity for at least 30 minutes during each regular school day.
- b. It is recommended that students be given physical activity opportunities in bouts of 10 minutes at a minimum.
- c. Passing periods do not qualify as physical activity time.

- d. At the discretion of the principal, a student may be removed from the general student population during recess. An alternative physical activity will be substituted when possible.
8. Recess before Lunch
    - a. The District recommends that schools implement recess before lunch, but the decision is left to the discretion of each school. See appendix for Recess before Lunch Rationale.
  9. Smart Snacks Nutrition Standards
    - a. All foods and beverages available for sale or given away to students on the school campus during the school day must meet the minimum nutrition standards. These food standards apply to all grade levels (unless otherwise specified).
    - b. To be allowable, a food item must meet **all** of the competitive food standards as follows:
      - i. Calories:
        - Snack/Side Item-  $\leq 200$  calories per item as served (includes any accompaniments)
        - Entrée-  $\leq 350$  calories per item as served (includes any accompaniments)
      - ii. Sodium:
        - Snack/Side Item-  $\leq 230$  mg per item as served until June 30, 2016 ( $\leq 200$  mg after July 1, 2016)
        - Entrée-  $\leq 480$  mg per item as served
      - iii. Fat:
        - Total Fat-  $\leq 35\%$  of calories
        - Saturated Fat-  $< 10\%$  of calories
        - Trans Fat- 0 g per serving
      - iv. Sugar:
        - Total Sugar-  $< 35\%$  by weight

## 10. Specific Nutrient Standards for Food

- a. In addition to the Smart Snacks Nutrition Standards, food items **must meet one** of the following criteria:
  - i. Be a grain product that contains >50% whole grains by weight or have whole grains listed as the first ingredient on the food label; or
  - ii. Have listed as the first ingredient on the food label, one of the non-grain main food groups: fruit, vegetable, dairy or protein foods; or
  - iii. Be a combination food that contains at least 1/4 cup fruit and/or vegetable; or
  - iv. Contain 10% Daily Value (DV) of Calcium, Potassium, Vitamin D, or Dietary Fiber (Effective through June 30, 2016).
- b. If water is the first ingredient, the second ingredient must meet one of the above criteria.

## 11. Beverages

- a. Allowable beverages vary by grade level and container size. All beverages sold on the school campus during the school day must be non-carbonated. There are no restrictions on the sale of any allowable beverage at any grade level, during the school day anywhere on the school campus.
- b. Beverages for all:
  - i. Water – Plain, no size limit
  - ii. Milk – Unflavored non-fat, unflavored low-fat, or flavored non-fat milk
    - 1. ≤8 fl. oz. per serving for elementary school
    - 2. ≤12 fl. oz. per serving for middle school and high school.
  - iii. Juice – 100% fruit and/or vegetable juice, 100% juice diluted with plain water (no added sweeteners)
    - 1. ≤8 fl. oz. per serving for elementary school
    - 2. ≤12 fl. oz. per serving for middle school and high school allowable.

Beverage	Elementary School	Middle School	High School
Plain water	No Size Limit	No Size Limit	No Size Limit
Low-fat milk, unflavored*	≤ 8 fl oz	≤ 12 fl oz	≤ 12 fl oz
Non-fat milk, unflavored or flavored*	≤ 8 fl oz	≤ 12 fl oz	≤ 12 fl oz
100% Fruit/Vegetable juice**	≤ 8 fl oz	≤ 12 fl oz	≤ 12 fl oz

\*Includes nutritionally equivalent milk alternatives, as permitted by NSLP/SBP

\*\*May include 100% juice diluted with plain water & with no added sweeteners

c. Other Allowable Beverages – High School Only

- i. Non-Carbonated Calorie-free beverages (≤20 fl. oz./serving);  
*Examples: Vitamin Water Zero, Propel Fit Water, Powerade Zero*
- ii. Other Non-Carbonated “Calorie-free” Beverages (≤20 fl. oz./serving): <5 calories per 8 fl. oz. or ≤10 calories per 20 fl. oz.;  
*Examples: Diet Fuze, Pure Leaf Iced Tea*
- iii. Non-Carbonated Lower-Calorie Beverages (≤12 fl. oz./serving): ≤60 calories per 12 fl. oz., ≤40 calories per 8 fl. oz. *Examples: G2, Fuze Slenderize, Diet Snapple, Light Hawaiian Punch*

## 12. Caffeine

- a. All foods and beverages in elementary school and middle school must be non-carbonated and caffeine-free, with the exception of trace amounts of naturally-occurring caffeine substances (e.g. chocolate milk).
- b. The District does permit caffeine at the high school level when provided by the Food and Nutrition and Culinary programs.

## 13. Chewing Gum

- a. Chewing gum and any flavored products from natural or synthetic gums and other ingredients that form an insoluble mass for chewing are prohibited in District schools.

## 14. Marketing

- a. Only marketing consistent with Smart Snacks Nutrition Standards is allowed on the school campus. This includes any advertising and other promotions on the school campus during the school day (oral, written, or visual).

- b. The District must identify and eliminate all marketing and advertising on school property which does not currently meet the Smart Snacks Nutrition Standards such as leases, agreements, or contracts as they are renewed or items are replaced.

#### 15. Revenue

- a. The District will maintain processes to track revenue from the sale of food on the school campus during the school day by one or both of the following methods:
  - i. Federal Standard: All revenue from the sale of non-program foods purchased with funds from the non-profit school food service account shall accrue to the non-profit school food service account of the participating school food authority.
  - ii. Nevada Revised Statutes (NRS): The District shall comply with state guidelines for revenue accounting, in accordance with NRS 233B.050, or in accordance with established school district rules of practice.

#### 16. Advisory Group

- a. The District shall establish and maintain a Student Wellness Advisory Committee. The bylaws and rules of procedure for the operation of the advisory committee are described in Administrative Procedure 1231.

#### 17. Student Wellness Coordinator

- a. The Student Wellness Coordinator will serve in an administrative capacity with the Committee and is responsible for oversight of the Student Wellness administrative regulation. The District will inform the Nevada Department of Agriculture (NDA) by September 30th of each school year the name and contact information for the Student Wellness Coordinator and if there is a change in leadership during the school year the District will notify NDA within 60 days.

#### 18. Recordkeeping

- a. The District will retain basic records demonstrating compliance with Nevada's Local School Wellness Policy, including the following documentation:
  - i. Compliance with the requirements of advisory group representation;
  - ii. Triennial assessment of the Student Wellness Administrative Regulation;

- iii. Annual progress reports for each school under the jurisdiction;
- iv. Compliance with public notification which includes:
  - 1. The website address for the Student Wellness Administrative Regulation and/or how the public can receive/access a copy of the Regulation;
  - 2. A description of each school's progress in meeting the local school wellness goals;
  - 3. A summary of each school's events or activities related to Student Wellness Administrative Regulation implementation;
  - 4. The name, position(s)/title, and contact information of the designated Student Wellness Coordinator at the district and/or school level; and
  - 5. Information on how individuals and the public can get involved with the Student Wellness Advisory Committee.

#### 19. Exceptions

- a. Any exception to this regulation which is granted to a student shall comply with state and federal laws and regulations, such as the Individuals with Disabilities in Education Act (IDEA) and Section 504 of the Rehabilitation Act.

### **DEFINITIONS**

- 1. Carbonated Beverage - A class of beverages that bubble, fizz, or are effervescent. These include beverages that are aerated or infused.
- 2. Combination Food - products that contain two or more components representing two or more of the recommended food groups: fruit, vegetable, dairy, protein or grains.
- 3. Competitive Food - all food and beverages other than meals reimbursed available for sale to students on the School Campus during the School Day.
- 4. Fundraisers - the sale of items for monetary gain intended for consumption during the school day.
- 5. Local Educational Agency (LEA) - the authority responsible for the administrative control of public or private nonprofit educational institutions within a defined area of the state. For example: A school district or state sponsored charter school.

6. Marketing - advertising and other promotions in schools. Includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product.
7. Moderate to Vigorous Physical Activity - physical activities done at an intensity that increases children's heart and breathing rates above normal. For example: A child walking to school is moderate activity; Running and chasing others during a tag game is vigorous activity.
8. Non-program food - food sold in school during the school day at any time or location on the school campus other than reimbursable meals.
9. Physical Activity - bodily movement produced by the contraction of skeletal muscle that increases a person's energy expenditure above a basal level.
10. School Campus - all areas of the property under the jurisdiction of the school that are accessible to students during the school day.
11. School Day - the period from the midnight before, to 30 minutes after the end of the official school day.
12. School Property - all areas of the school campus including those that are owned or leased by the school and used at any time for school-related activities such as the school building, areas adjacent to the school building, school buses or other vehicles used to transport students, athletic fields or stadiums, or parking lots.
13. Smart Snacks Nutrition Standards - a part of the Healthy Hunger-Free Kids Act of 2010 that provide science-based nutrition standards for all foods and beverages sold to students in school during the school day.

## **DESIRED OUTCOMES**

1. Through the adoption of this administrative regulation, the District shall ensure compliance with Board Policy 5600, Student Wellness, and state and federal laws and regulations related to student health and nutrition.

## **IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS**

1. This administrative regulation reflects the goals of the District's Strategic Plan.
2. This administrative regulation aligns with the governing documents of the District, to include:
  - a. Board Policy 5600, Student Wellness

3. This administrative regulation complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), and the requirements set forth by the Nevada Department of Agriculture in "Nevada's School Wellness Policy."
4. This administrative regulation complies with federal laws and regulations, to include:
  - a. Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (the Act), Public Law 111-296, and Section 9A of the Richard B. Russell National School Lunch Act (NSLA) (42 U.S.C. 1758b), Local School Wellness Policy Implementation.

## **REVIEW AND REPORTING**

1. This administrative regulation shall be reviewed as part of the bi-annual review and reporting process, following each regular session of the Nevada Legislature. The Board of Trustees shall receive notification of any required changes to the guiding policy as well as an audit of the accompanying governing documents.
2. Additional administrative regulations and/or other associated documents may be developed as necessary to implement and support this administrative regulation.

## **REVISION HISTORY**

Date	Revision	Modification
4/18/2016	1.0	Adopted

**2018 Northern Nevada School Wellness Conference Agenda**  
*Truckee Meadows Community College*  
 March 23, 2018



7:45-8 a.m.	<b>Registration</b>	Sierra Bldg
8-9 a.m.	<b>Accept Your Role - Why Wellness Matters to You</b> <i>Stephanie Joyce, Alliance For a Healthier Generation</i>	108
9-9:30 a.m.	<b>Green Ribbon Schools</b> <i>Andre DeLeon, Nevada Department of Education</i>	116
9-9:30 a.m.	<b>Healthier US Schools Challenge (HUSC)</b> <i>Bobbie Davidson, Nevada Department of Agriculture</i>	117
9:30-9:45 a.m.	<b>Break</b>	
9:45-10:45 a.m.	<b>Find Your Fit - Engaging a Full Cast in your Wellness Production</b> <i>Stephanie Joyce, Alliance For a Healthier Generation</i>	108
10:45-11:45 a.m.	<b>Wellness Café: Students, Advocacy, and Improvement</b> <i>Andrea Gregg and Andraya Dickens, High Sierra AHEC</i>	117
10:45-11:45 a.m.	<b>Building a framework for a Comprehensive School Physical Activity Program</b> <i>Rose Sutherland, Nevada Department of Health and Human Services</i>	116
11:45-12:45 p.m.	<b>Luncheon</b> <i>Provided by Nevada Department of Agriculture Team Nutrition Grant</i>	108
12:45-1:45 p.m.	<b>Guidance and Strategies for Supporting Recess in Schools</b> <i>Rose Sutherland, Nevada Department of Health and Human Services</i>	116
12:45-1:45 p.m.	<b>SEL Wellness for Students and Educators</b> <i>Tara Madden-Dent and Michelle Trujillo, Nevada Department of Education Social and Emotional Learning</i>	117
1:45-2:45 p.m.	<b>CHA Healthy Weight Program and 5210 Let's Go!</b> <i>Steven A. Shane MD MS, Community Health Alliance</i>	116
1:45-2:45 p.m.	<b>Let's Talk Foods and Beverages</b> <i>Stephanie Joyce, Alliance For a Healthier Generation</i>	117
2:45-3 p.m.	<b>Break</b>	
3:00-3:30 p.m.	<b>More than just a tasty veggie!</b> <i>Rachel Leach, Silver Springs Elementary</i>	108
3:30-4 p.m.	<b>Wellness Reporting Tool Tutorial</b> <i>Bobbie Davidson, Nevada Department of Agriculture</i>	108
Watch all sessions live! Visit <a href="http://agri.nv.gov/Food/Wellness/Conference/School_Wellness_Conference/">http://agri.nv.gov/Food/Wellness/Conference/School_Wellness_Conference/</a> for more information.		

# Session Descriptions

## **Accept Your Role - Why Wellness Matters to You**

Companies spend thousands to millions of dollars to gain a competitive edge in their markets. What if schools could gain that same competitive edge for their students and the cost would be minimal? We know that healthy students do better and there are key practices schools can implement to support the health of students and staff. Join us as we explore why wellness matters in and outside of the school setting; and how we each have a role to play to help gain that competitive edge for our kids.

Participants will learn:

- The impact wellness strategies have on academics, economics and student success
- The national drive, to support wellness strategies in schools apply to the mission and existing drivers of the education landscape
- About the whole school, whole community, whole child model (WSCC) and how addressing the whole child is a win-win strategy
- The basics of Final Rule requirement and expectations of wellness policy revision

## **Green Ribbon Schools**

This presentation will share information about Nevada's Green Ribbon Schools program. The Governor's Office of Energy, Nevada Department of Health and Nevada Department of Education are collaborating with U.S. Department of Education Green Ribbon Schools (ED-GRS) recognition award to honor Nevada public and private elementary, middle, high schools, districts and higher education programs demonstrating progress in three Pillars: 1) reducing environmental impact and costs, including waste, water, energy use and alternative transportation; 2) improving the health and wellness of students and staff; and 3) providing effective sustainability education.

## **Healthier US Schools Challenge (HUSC)**

Learn about the USDA initiative to give recognition to schools achieving success in Wellness Policy implementation. Learn about funding opportunities for those willing to take the HUSC challenge!

## **Find Your Fit - Engaging a Full Cast in your Wellness Production**

Wellness efforts are an investment in the health of our communities, but how do we sign on a full cast in our efforts? If you have been playing the lead role all by yourself in your wellness efforts, it is time to call for auditions! Engaging students, parents and community members in school wellness efforts will not only lighten your load but also offer a richer outcome. During this session, we will identify methods and strategies for informing and building support for school wellness efforts and policy.

- Participants will learn the benefits of engaging students, parents and community members in school wellness efforts.
- Participants will identify methods and strategies for informing and building support for school wellness efforts and policy

## **Wellness Café: Students, Advocacy and Improvement**

Join us for a French Café style roundtable of resource sharing in order to champion student wellness as a team in our community. We will special address leadership, internal organization, and team building. Required: Energy, Enthusiasm, and Engagement!

## **Building a framework for a Comprehensive School Physical Activity Program:**

How do you engage school leadership and the community to increase physical activity daily for students? Learn the health and academic benefits of physical activity for students, how to share and develop an action plan with schools to meet physical activity wellness goals.

### **Guidance and Strategies for Supporting Recess in Schools**

Utilize key recess resources, specifically the Centers for Disease Control and Prevention, *Strategies for Recess in Schools* and *Recess Planning in Schools*.

### **SEL Wellness for Students and Educators**

Social and emotional skills contribute to student wellness through increasing self-awareness, self-management, social awareness, relationship skills, and responsible decision-making skills. Attendees will gain new insights in how to embed SEL skills into current practices to reinforce campus safety, inclusiveness, respectful learning communities, and healthy school climates.

### **CHA Healthy Weight Program and 5210 Let's Go!**

The 5210 Let's Go! Program has been in place since 2006 in Maine and provides a community framework for childhood obesity prevention. This program enables healthcare providers, schools, childcare centers, and after school programs to promote simple and consistent messaging throughout the state. The Community Health Alliance developed the Healthy Weight Program in 2016 utilizing 5210 messaging for prevention and treatment of obesity. It has been very successful, and CHA would now like to expand this messaging out into the community. To be maximally impactful, obesity prevention programs need to have a school-based component. The 5210 Let's Go! framework would be a logical choice for facilitating NDA and local school district wellness objectives.

### **Let's Talk Foods and Beverages**

Got Milk...or maybe your school is still promoting Coke or Pepsi. The HHFKA Final Rule has directed school districts to change the landscape when it comes to the marketing of unhealthy products. During this session, participants will understand what the new food and beverage marketing requirements of the final rule will mean for schools. We will uncover a few hidden areas schools can bring into the light to bring a consistent and healthy message to their students when it comes to celebrations, rewards and in school fundraising.

- Participants will learn about food and beverage marketing requirements of schools through the Final Rule.
- Participants will learn fundraising ideas that meet best practice and federal/state restrictions
- Participants will learn healthy alternatives to improve nutrition options for foods served and provided in the classroom

### **More than just a tasty veggie!**

Tired of watching kids use their recess time to play on electronics instead of running, swinging and throwing a ball around? Why not consider using your school garden as part of your physical fitness and school wellness program? Check out how the Silver Stage G.R.E.E.N. Team has changed the culture of a small, impoverished rural Nevada community through their student-led school garden and waste reduction program.”

### **Wellness Reporting Tool Tutorial**

View a live demonstration of the wellness reporting tool, get username and password assistance, and view tips on navigating the wellness reporting tool.



# MARCH UPDATE

MARCH 21, 2018  
WCSD STUDENT WELLNESS  
ADVISORY COMMITTEE

**ANDRAYA DICKENS**

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Independent Consultant

WCSD Student Wellness



## SCHOOL COMPLIANCE

As of March 21st, 83 of the 92 schools mandated to report have been in compliance.

Area Superintendents and school administration have been helpful in achieving this.

## OUTREACH

### TABLING EVENTS

8TH GRADE CAREER EXPO & PASSPORT TO HIGH SCHOOL SUCCESS | OCTOBER AND NOVEMBER 2017

- Participated in all 5 events
- Increased awareness about Student Wellness & healthy habits among students and parents

### INTERACTIVE PRESENTATION

CHART YOUR COURSE FAMILY ACCESS DAY | FEBRUARY 2018

- Provided an in-depth health and nutrition seminar to families, with interactive topics; the event was well-received and effective
- Tabled to reach students, parents, and others in attendance, providing information on WCSD Student Wellness

## COMMUNICATION

### MONTHLY WCSD STUDENT WELLNESS NEWSLETTER

High Sierra AHEC provides monthly newsletters to school administration with report reminders, upcoming events, clarifications regarding the policy, and community resources. These newsletters average a 54% read rate.

## COMMON QUESTIONS/CONCERNS

- Confusing tracking tool
- Confusion/frustration with Smart Snack Standards
- Exception Days
- Physical Exercise
- Lack of organization/internal tracking development within individual schools
- Communicating the policy to parents

## EDUCATION

### WEBINARS

High Sierra AHEC partnered with the Nevada Department of Agriculture to provide a *How To: WCSD Student Wellness Policy Tracking Tool* webinar in December and January.

Another webinar highlighting successes, community resources, and the policy purpose will be held April 4th.

### DIGITAL EDUCATION

High Sierra AHEC will be offering a special newsletter addressing most commonly asked questions and concerns, developed in partnership with others involved in the policy.