

## 4370 WELLNESS POLICY

The Roswell Independent School District Board of Education is committed to the wellness of every student. The Board believes that healthy eating and physical education help students achieve personal, academic, developmental, and social success.

This policy will address all Public Education Department requirements pertaining to healthier schools in the areas of:

1. **Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement:** The District will engage family members, students, and representatives of the school food authority, school administrators, and the public in the development and regular review of this policy.
2. **Nutrition:** The goal is to influence students' eating behaviors by providing nutrition education that is appropriate for students' ages; reflects students' cultures; is integrated into health education or core curricula; and provides opportunities for students to practice skills.
  - **Nutrition Standards for USDA School Meals:** All foods available in each school during the day will have as a primary goal the promotion of student health and the reduction of childhood obesity.
  - **Nutrition Standards for Other Foods and Marketing:** Schools will restrict food and beverage marketing to the promotion of only those foods and beverages that meet the nutrition standards set forth in the District Wellness Policy.
3. **Physical Activity and Education:** The goals for physical activity are to provide opportunities for every student to develop the knowledge and skills for specific physical activities, to maintain students' physical fitness, to ensure students' regular participation in physical activity, and to teach students the short and long term benefits of a physically and healthful lifestyle.
4. **School Based Activities for Student and Staff Wellness:** The goal is to create a total school environment that is conducive to healthy eating and physical activity for student and staff wellness.
5. **Social Emotional Well Being**

The goal of social and emotional well-being is to collaborate with students, parents, staff and community to influence student success by building awareness and promoting strategies to maintain and/or improve student mental health.

This policy applies to all students, staff and schools in the District.

### **I. Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement**

The Superintendent or designee(s) will convene the District Wellness Committee (DWC) and facilitate development of and updates to the Wellness Policy, and will ensure each school's compliance with the policy. Each school within the District will establish an ongoing School Wellness Committee (SWC) that promotes healthy activities and nutrition standards as required by Public Law 111-296 "Healthy, Hunger Free Kids Act."

## 4370 WELLNESS POLICY (CONT'D)

The Superintendent or designee is responsible to implement and oversee the DWC. The DWC, along with the Roswell Independent School District administration and staff, will implement and execute the District Wellness Policy.

The District will convene a district wellness committee (DWC) that meets at least four (4) times per year for the purpose of making recommendations to the Board on the implementation, revision and evaluation of the Wellness Policy.

The DWC membership will include parent(s), school food authority personnel, school board member(s), school administrator(s), physical education teachers, school health professionals, school staff, student(s), and community member(s). See members list (Appendix A).

An annual report shall be made to the Board on the District's compliance with student wellness practices. The Wellness Policy and the annual report will be available at the District website and/or the District Instruction Office. The report may include, but not limited to:

- Recommendations for policy and/or program revisions.
- Evaluation of food services program.
- Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.
- Assessment of school environments regarding student wellness issues using Healthy Schools Program online tools (School Health Index).
- Documentation of annual policy progress for each school to promote school-based activities that promote wellness.

The DWC will update and modify the wellness policy based on the results of the annual progress reports, and as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidelines and standards are issued. The Wellness Policy will be reviewed and updated at least every three (3) years.

The District is committed to being responsive to community input. The District will notify parents of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the Wellness Policy. The District will inform parents about compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will ensure that communications are culturally and linguistically appropriate for the community.

The District Wellness Policy will be available to parents/guardians of children/youth via the district's website. A hard copy will be available to parents, upon request at each building.

## **II. Nutrition**

Nutrition Education supports healthy eating by students. Nutrition Education and healthy eating will encourage physical growth, physical activity, brain development, ability to learn, emotional balance, a sense of well-being, obesity prevention and the ability to resist disease.

## 4370 WELLNESS POLICY (CONT'D)

The District aims to teach, model, encourage, and support healthy eating by students. Schools will provide nutrition education and encourage nutrition promotion.

- Include nutrition education as part of health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects.
- Provide developmentally and culturally appropriate participatory activities (food tastings, farm visits, family cooking activities, contests, experience working in school gardens).
- Promote healthy foods and beverages using posters, signage, and/or displays throughout the school setting.
- Provide students positive, motivating messages, both verbal and non-verbal, about healthy eating and physical activity throughout the school setting. All school personnel will help reinforce these positive messages.
- Promote healthy eating and physical activity to students, parents, teachers, administrators and the community at PTO meetings, Open Houses, Health Fairs, teacher in-service days, etc.
- Encourage participation in USDA nutrition programs such as the Healthier US Schools Challenge and conduct nutrition education activities and promotions that involve students, parents and the community.
- Teach media literacy with an emphasis on food and beverage marketing.
- Offer information to families that promote and encourage healthy eating at home (newsletters, website updates, workshops, parent meetings).
- Encourage schools to use USDA's Team Nutrition resources at <http://teamnutrition.usda.gov/team.html>
- Increase community awareness of student health needs.
- Partner with community to support policies and programs.
- Promote fruits, vegetables, whole-grain products, low-fat dairy products, healthy food preparation methods, and accurate portion sizes.
- Encourage activities such as working in school gardens, participating in the federal Fresh Fruit and Vegetable Program and purchasing New Mexico grown produce for school meals and snacks.
- Provide staff members responsible for nutrition education opportunities to participate in relevant professional development (e.g., training on the Dietary Guidelines for Americans, and resources of grade appropriate curricula and lessons on nutrition education).
- Provide nutrition education to families via handouts, newsletters, postings on the web-site, presentations, and workshops.
- Provide students consistent nutrition messages throughout schools, classrooms, cafeterias, and school media.

- Encourage staff to model healthful eating habits.
- Encourage parents to pack or bring healthy lunches and snacks that support the USDA nutritional standards.
- The district's Nutrition Program will accommodate students with special dietary needs. Parents take a doctor's statement to the school nurse. The nurse verifies with the doctor and then sends to Nutrition Department. The Nutrition Department then works with parent and dietitian if needed to create special diet per student's needs and provide labels as needed.
- Food Safety inspections are conducted twice annually per USDA regulations and state rules and reports are posted publicly:
  - USDA requires two inspections annually so the NM State EID (Environmental Inspection Department) does the Food Safety inspections once in the Fall and once in the Spring or as needed. The EID puts it on their website and sends to the paper if there is a problem, as Food Safety inspections are posted in the kitchens where the public can see. Inspections are also available in the Nutrition Office upon request.
  - Per the U.S. Office of Special Education (OSEP), students with healthcare needs that may "affect or have the potential to affect safe and optimal school attendance and academic performance requires the professional school nurse to write an Individualized Health Plan (IHP) in collaboration with the student, family, educators, and healthcare care providers" ([NASN Position Statement: Individualized Healthcare Plan](#)). The IHP should be reviewed annually at a minimum. The need for an IHP is based upon each child's required health care, not upon "educational entitlement such as special education or Section 504 of the Rehabilitation Act of 1973." OSEP considers that the IHP should be a separate document from the Individualized Education Program (IEP) and should be attached to the student's IEP or 504 plan based upon the student's needs. (See the PED School Health Manual, [Section V: Individualized Healthcare Plans for instructions.](#))

The Nutrition Standards for USDA School Meals encourage consumption of more whole grains, fruits, vegetables, and legumes and decreasing waste. The District will comply with USDA nutrition standards for the National School Lunch Program, School Breakfast Program and After School Snack Program. The standards can be viewed at [www.usda.gov](http://www.usda.gov).

- Provide training for all cafeteria staff on USDA meal plans/reimbursable meals as well as cooking techniques, recipe implementation, sanitation, and food safety.
- Review menus by a dietician when possible. When this is not feasible, sample USDA menus or USDA software for menu review may be used.
- Make available hand washing/hand sanitizing facilities for students before meals and snacks, and staff will remind students to make use of them.
- Provide at least 10 minutes to eat breakfast and 20 minutes to eat lunch after being seated.
- Serve meals in a clean, pleasant, social setting and under appropriate supervision. Enforce rules for safe behavior consistently.

## 4370 WELLNESS POLICY (CONT'D)

- Supervise dining rooms and serve as role models to students by demonstrating proper conduct. Welcome parents to dine with students in the cafeteria.
- Use creative, innovative methods to keep noise levels appropriate.
- Avoid scheduling tutoring, pep rallies, assemblies, during meal times.
- “Close high school campuses” meaning that students are not permitted to leave the school grounds during the school day.
- Provide information on the nutritional content and ingredients of meals.
- Promote participation in school meal programs. Notify parents the availability of the breakfast, lunch and summer food programs and eligibility for reduced or free meals. Encourage nontraditional breakfast service to increase participation, such as breakfast served in the classroom.
- Prohibit withholding food as a punishment.
- Provide students and staff access to free, safe, fresh drinking water at all times throughout the school day.
- Facilitate access to water in the cafeteria. Students will be allowed to bring drinking water from home into the classroom.
- Encourage staff to model drinking water consumption.
- Maintain water fountains regularly to ensure that hygiene standards are met.

All foods and beverages sold on school grounds to students outside of reimbursable school meals are considered “competitive foods” or “Smart Snacks.” Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores and for in-school fundraisers.

- All competitive foods and beverages must comply with the district’s nutrition standards, as well as all applicable state and USDA’s “All Foods Sold in Schools” standards at <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks> Foods served as part of the Before and Aftercare (child care) programs must also comply with the district’s nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards (Smart Snacks fns.usda.gov.).
- Ensure only fruits, vegetables, nuts and seeds, whole grains, low-fat dairy and combination products may be sold, following the standards below:
  1. Packaged items shall not exceed one serving per package/200 calories.
  2. Items shall contain no more than 35% of total calories from fat, less than 10% of total calories from saturated fats and zero trans fats. Exception: The fat content of nuts and seeds will not count against the total fat content of packaged products.
  3. Items shall contain no more than 35% of calories from total sugars. Exception: yogurt may contain up to 30grams of total sugars per 8 oz. serving.

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4. Items shall contain less than or equal to 200mg of sodium per packaged portion.
  5. Combination items must contain at least one serving of whole grains, fruit or vegetable, per portion as packaged, in any combination (e.g., 1/2 serving of fruit and 1/2 serving of whole grain in one portion).
- Meet Smart Snack standards for a la carte items in the cafeteria. Whole fruits, vegetables, nuts and seeds are preferable to processed food items.  
[http://www.fns.usda.gov/sites/default/files/allfoods\\_summarychart.pdf](http://www.fns.usda.gov/sites/default/files/allfoods_summarychart.pdf)
  - Locate vending machines for the sale of soft drinks in staff lounges.

### **Fundraising**

- When in-school fundraising involves food, items must meet Smart Snack standards (Smart Snack).
- Encourage the use of non-food fundraisers, and encourage those promoting physical activity, such as walk-a-thons, jump rope for heart, fun runs, etc.).
- Avoid fund raising activities that promote branded products (for example, Domino's Dough Raising Program, branded candy sales, etc.).

### **Celebrations**

- Promote non-food celebrations and make available a list of ideas to parents and teachers, such as those from the Alliance for a Healthier Generation and from the USDA.
- Encourage parents to bring foods that meet the district's nutrition standards to school celebrations.
- Inform parents in advance of when a celebration with food is taking place and what is to be served.

### **Marketing and Promotion**

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health, and physical activity.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet the USDA Smart Snacks in School nutrition standards.

- Encourage school-based marketing consistent with nutrition education and health promotion.
- Promote healthy foods and beverages using posters, signage, and/or displays throughout the school setting.
- Discourage advertising that promotes less nutritious food and beverage choices on school campuses.

## **4370 WELLNESS POLICY (CONT'D)**

### **III. Physical Activity and Education**

The District will provide opportunities for every student to develop the knowledge and skills for specific physical activities; maintain physical fitness; reduce sedentary time; learn about cooperation, fair play, and responsible participation that meets the needs of all students; and gain an appreciation for lifelong physical activity through a healthy lifestyle.

Physical activity is a component of, but is not a substitute for, quality physical education. Physical education is an instructional program taught by a certified physical educator and focuses on developing skills, knowledge, and attitudes necessary to personally decide to participate in a lifetime of healthful physical activity. Physical education is one source, but should not be the only source of physical activity before, during and/or after school.

- Provide opportunities for students for physical activity beyond PE class on a daily basis.
- Provide lunch recess.
- Provide health and physical education that will reinforce the knowledge and skills needed to maintain a physically active lifestyle.
- Provide physical education at all elementary schools that will promote student physical fitness through individualized fitness and activity assessments (Presidential Youth Fitness Program or other tools) for reporting the progress of each student.
- Discourage the use of physical activity as punishment, the withholding of participation in physical education classes as punishment or the use of physical education class time to complete assignments from other classes.
- Promote and encourage walking and biking as transportation modes to and from school (i.e. Walk and Roll and Walk and Bike to school, Walking Wednesdays).
- Encourage short (3-5 minute) “energy release” physical activity breaks (i.e., Jammin’ Minute, Brain Breaks, Take 10).
- Promote academic achievement by physical education teachers helping teachers incorporate physical education concepts in classroom activities.
- Provide physical education instruction by teachers with a license endorsement for physical education (22-13-1.7).
- Limit physical education class sizes, so they are consistent with those of other subject areas and/or self- contained classes. Classes of similar grade levels will be scheduled back-to-back to maximize teaching efficiency.
- Provide professional development opportunities on a yearly basis for physical education teachers.

## 4370 WELLNESS POLICY (CONT'D)

Instruction in a Least Restricted Environment (LRE) that adapts or modifies the physical education curriculum and/or instruction to address the individualized abilities of each child. Adaptations are made to ensure that each student will experience success in a safe environment. Placement is outlined in the IEP and may include one or more of the following options:

- The general physical education setting;
  - The general physical education setting with a teaching assistant or peers;
  - A separate class setting with peers;
  - A separate class setting with assistants; and/or
  - A one-to-one setting between students and the instructor.
- 
- Lifesaving skills including psych motor CPR Automated External Defibrillator (AED) and Heimlich Maneuver is included in Health Education Courses.
  - Schools apply PED's "opt out" policy, regarding sexuality component of health education curriculum - see Appendix B.
  - One unit of Physical Education for graduation is required by NMPED.

### IV. Student and Staff Wellness

The RISD will have a staff wellness committee at each school site that focuses on staff wellness issues. The committee will encourage and support opportunities for staff to actively promote and model healthy behaviors.

- Provide staff and faculty the opportunity to participate in health promoting activities focused on skill development and lifestyle behavior change including exercise, stress management and nutrition (i.e. health fairs, fun runs/walks, 521O Challenge, etc.).
- Provide staff and faculty with accurate, evidence-based information or activities related to exercise and fitness, nutrition, wellness and stress management such as employee assistance programs, worksite screening programs, wellness newsletters, yoga, Pilates, weight lifting, cardio improvement classes, etc.
- Encourage ongoing assessment/evaluation to improve staff wellness program's effectiveness & efficiency.
- Encourage school nutrition standards apply to all foods available to staff members (beverages, vending machines, etc.).
- District policy acknowledges that all schools are required to ensure that vision screening tests are administered to students enrolled in the school in pre-kindergarten, kindergarten, first grade and third grade and for transfer and new students in those grades, unless a parent affirmatively prohibits the visual screening. The Save our Children's Sight Fund, created in 2007, through 7.30.10 NMAC further allows DOH to promulgate rules for the award of money for certain eligible students and to establish vision screening test standards.



## 4370 WELLNESS POLICY (CONT'D)

- District policy is included to ensure all students with HIV/AIDS have appropriate access to public education and that their rights to privacy are protected as set in 6.12.2.10 NMAC Human Immunodeficiency Virus (HIV).
- Provide opportunities for family engagement and family wellness activities (i.e., 521O Challenge, Family Night activities, etc.).
- Offer opportunities for interscholastic sports programs to all students at the middle and high school.
- Plan for school-wide physical activities (i.e. fun days, family fitness nights, and field days).
- Promote physical activities for students, parents, teachers, administrators, and the community at PTO meetings, Open Houses, Health Fairs, teacher-in-services, Walking Wednesdays etc.
- Encourage community access to, and student and community use of the school's physical activity facilities outside the normal school day.
- **Self-Medicare:** District policy acknowledges all public and nonpublic schools must grant to any student in grades kindergarten through 12 authorization to carry and self-administer health care practitioner prescribed asthma treatment medications and anaphylaxis emergency treatment medication as well as the right to self-manage their diabetes care in the school setting and to develop mechanisms that support safe diabetes self-management in the school environment as long as certain conditions are met. Such rules are established in 6.12.2.9 NMAC Students Rights to Self-Administer Certain Medications and 6.12.8 NMAC Diabetes Self-Management by Students in the school setting. More information on medications in the school may be found in Section VI. Of the New Mexico School Health Manual.
- **American Disabilities Act:** Staff Wellness for all school staff, insuring an equitable environment in compliance w/the American w/disabilities Act, Title II.

### Social Emotional Well Being

- Student discipline in Roswell Independent School District should serve to educate youth regarding citizenship and a system of rules and consequences for their violation. Discipline should serve to teach appropriate behavior.
- RISD provides school counseling to students via a self-referral or staff referral system.
  - In addition, school counselors and social workers are trained in suicide and threat assessments. RISD has procedures and forms in place to assess the level of threat to others and/or self-harm; school counselors and/or social workers are involved in the assessment as well as school administration. As part of the process, parents are contacted and involved in the assessment process. SRO and law enforcement are involved as necessary. Based upon level of severity, outside counseling referrals are made to community agencies, including School Based Health Centers.
- Licensed School Counselors, grades K-12, provide guidance counseling, small group counseling, and individual counseling services to students in need of support.
- A list of outside agencies will be made available upon request. In addition, school counselors make referrals to Student Assistance Teams and serve on Student Assistance Teams, as needed.

## 4370 WELLNESS POLICY (CONT'D)

- RISD has school guidance lessons/curriculum in place for grades K-8; the curriculum addresses bullying, harassment, positive social engagement, healthy choices, and conflict resolution.
- All RISD school personnel are required by law to report child abuse and neglect. All employees undergo training each year regarding such reporting practices.
- New Mexico law 32A-4-3 requires that school employees who know or suspect that a child is an abused or a neglected child shall immediately report the matter to:
  - a local law enforcement agency;
  - the department office of (Children, Youth and Families) in the county where the child resides.
- All RISD personnel are required by law to report substance abuse.
- Individual Health Care plans are developed by trained school nurses in conjunction with student, family, and health care providers as part of the IEP or 504 process for students with healthcare needs that affect school performance, attendance, and/or safety. An IHP is based upon each individual child's health care. The IHP is reviewed, at minimum, annually, and revised as needed. The IHP is a document that is attached to the student's IEP or 504 plan.
- The school district shall provide an educational environment that treats all students with dignity and respect. Every homeless student shall have equal access to the same free and appropriate educational opportunities as students who are not homeless. Roswell Independent School District has a Homeless Education Program Liaison who will assist Homeless students/families in making enrollment and placement decisions, obtaining needed resources, and completing all appropriate forms.
- **All Homeless Students Have Rights To:**
  - **Immediate school enrollment:** A school must immediately enroll students even though they lack health, immunizations or school records, proof of guardianship, or proof of residency.
  - **Remain** enrolled in his/her selected school. For as long as he/she remains homeless or, if the student becomes permanently housed, until the end of the academic year.
  - **Transportation services:** A homeless student attending his/her school of origin has a right to transportation to go to and from the school of origin as long as (s) he is homeless or, if the student becomes permanently housed, until the end of the academic year.

4370 WELLNESS POLICY (CONT'D)

Appendix A

RISD DISTRICT WELLNESS COMMITTEE (DWC) MEMBERS

As per the Public Education Department Wellness Policy rule 6.12.6.1 NMAC, all New Mexico local boards of education shall establish a District Wellness Committee (DWC) that consists of parent(s), school food authority personnel, school board member(s), school administrator(s), school staff, student(s), and community member(s).

Identify below the members of your DWC, their roles and contact information. Please note that you are not limited to only one person representing each category.

NAME	ROLE	TITLE	E-MAIL
Booth, Ashley	Member	PE Teacher	<a href="mailto:abooth@risd.k12.nm.us">abooth@risd.k12.nm.us</a>
Camp, Paula	Community Member	Healthy Kids Chaves County	<a href="mailto:51paulacamp@gmail.com">51paulacamp@gmail.com</a>
Dodson, Erin	Member	Nurse/Parent	<a href="mailto:edoson@risd.k12.nm.us">edoson@risd.k12.nm.us</a>
Edmonson, Andrea	Member	Elem. Principal Parent	<a href="mailto:aedmonson@risd.k12.nm.us">aedmonson@risd.k12.nm.us</a>
Fresquez, Tamara	Community Member	Healthy Kids Chaves County	<a href="mailto:tfresquez@yahoo.com">tfresquez@yahoo.com</a>
Graham, Lyman	Member	Food Services	<a href="mailto:lgraham@risd.k12.nm.us">lgraham@risd.k12.nm.us</a>
Harton, Joseph	Member	PE Teacher	<a href="mailto:jharton@risd.k12.nm.us">jharton@risd.k12.nm.us</a>
Hillman, Licia	Member	Middle School Principal	<a href="mailto:lhillman@risd.k12.nm.us">lhillman@risd.k12.nm.us</a>
Joyce, Becky	Community Member	Healthy Kids Chaves County	<a href="mailto:kjoyce@dfn.com">kjoyce@dfn.com</a>
Luck, Brian	Member	High School Principal	<a href="mailto:bluck@risd.k12.nm.us">bluck@risd.k12.nm.us</a>
Lujan, Patricio	Chair	Director of Instruction	<a href="mailto:plujan@risd.k12.nm.us">plujan@risd.k12.nm.us</a>
Montgomery, James	Member	RISD Student	N/A
Montgomery, Shelley	Member	Food Services Parent	<a href="mailto:smontgomery@risd.k12.nm.us">smontgomery@risd.k12.nm.us</a>

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Appendix B

Health Education Opt-Out Policy

I do not want the student listed above to participate in instruction for the sexuality performance standards of the health education curriculum. I understand that as an alternative to that instruction the student will be given alternative assignments, determined by the teacher, to be completed in an alternate setting during the duration of the unit topics/course. If parent would like to discuss alternative assignments, the parent may call the teacher for a meeting to determine the alternative assignments.

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Date)

1 copy to parents, 1 copy to Principal, 1 copy in student's cumulative file

ASSURANCE

FOR CURRICULUM ALIGNMENT WITH THE NEW MEXICO HEALTH EDUCATION AND PHYSICAL EDUCATION CONTENT STANDARDS WITH BENCHMARKS AND PERFORMANCE STANDARDS,

I assure that \_\_\_\_\_ :

School District/Charter School Name

1. Health Education Curriculum aligns with the Public Education Department (PED) Health Education Content Standards with Benchmarks and Performance Standards (6.30.2.19 NMAC) including abstinence education 9-12 and comprehensive sexuality education 9-12.
2. Adopted and is implementing a parent opt-out policy that complies with 6.30.2.19.H NMAC.
3. Physical Education Curriculum aligns with the PED Physical Education Content Standards with Benchmarks and Performance Standards (6.30.2.20 NMAC).

\_\_\_\_\_  
Superintendent's/Charter School Director Signature

\_\_\_\_\_  
Date

By signing this form, the school district superintendent/charter school director verifies that the district/charter school curriculum is aligned with the PED Health Education and Physical Education Content Standards with Benchmarks and Performance Standards.

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**Appendix C**

**EVALUATION**

As per the school district wellness policy rule 6.12.6.6 NMAC each school district must develop and submit a plan for measuring implementation and evaluation of the wellness policy, including the designation of one or more persons within the school district, or at each school, as appropriate, charged with operational responsibility for ensuring that each school fulfills the district's wellness policy by August 30, 2006.

**ROSWELL INDEPENDENT SCHOOL DISTRICT EVALUATION PLAN**

**Process Evaluation: Measuring implementation of Wellness Policy**

<b>Component/Activity</b>	<b>In Planning</b>	<b>In Process</b>	<b>In Place</b>
School Board established a School Health Advisory Council.			
School Health Advisory Council contain all required members: parent(s), school food authority personnel, school board member(s), school administrator(s), school staff; student(s); and community member(s).			
The School Health Advisory Council reports to the local school board recommendations for development/revision, implementation and evaluation of the wellness policy at least annually.			
The School Health Advisory Council has met at least twice this year for the purpose of development or revision, implementation, and evaluation of the wellness policy.			
The School Health Advisory council designated one or more persons within the school district, or at each school, as appropriate, charged with operational responsibility for ensuring that each school fulfills the district's wellness policy.			
The school board has adopted physical activity guidelines for before, during and/or after school.			
Nutrition guidelines for a la carte offerings minimally meeting guidelines set forth in subsection B of 6.12.5.8 NMAC.			
Nutrition guidelines for school sponsored fund raisers during normal school hours minimally meeting guidelines set forth in paragraph (1) of subsection C of 6.12.5.8 NMAC.			
Nutrition guidelines for school sponsored fund raisers before and after school hours ensuring that at least fifty percent of the offerings shall be healthy choices in accordance with the requirements set forth in paragraph (2) of subsection C of 6.12.5.8 NMAC.			
Guidelines for a planned, sequential, K-12 health education curriculum that addresses the physical, mental, emotional and social dimensions of health and is aligned to the health education content standards with benchmarks and performance as set forth in 6.30.2.19 NMAC.			
Guidelines for a planned, sequential K-12 physical education curriculum that provides the optimal opportunity for all students to learn and develop skills, knowledge and attitudes necessary to personally decide to participate in lifetime healthful physical activity and is aligned to the physical education content standards with benchmarks and performance standards as set forth in 6.30.2.20 NMAC.			
A plan addressing the behavioral health needs of all students in the educational process by focusing on students' social and emotional well-being.			
A school safety plan at each school building focused on supporting health and safe environments and including but not necessarily limited to prevention, policies and procedures and emergency response.			
A plan addressing the health services needs of students in the educational process.			
A plan addressing the staff wellness needs of all staff that minimally ensures an equitable work environment and meets the American with Disabilities Act Part III.			

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**Outcome Evaluation:** Measuring impact of Wellness Policy

<b>Component/Activity</b>	<b>Outcome Measures</b>
School Health Advisory Council.	The local school board adopts ___% of the recommendation from the School Health Advisory Council
Physical Activity.	___% of students participated in physical activity offerings.
Nutrition	100% of the offerings in al la carte meet the guidelines set forth in subsection B of 6.12.5.8 NMAC.  100% of the clubs/sports/etc are following the guidelines for school sponsored fund raisers during normal school hours minimally meeting guidelines set forth in paragraph (1) of subsection C of 6.12.5.8 NMAC.  100% of the clubs/sports/etc are following the guidelines for school sponsored fund raisers before and after school hours ensuring that at least fifty percent of the offerings shall be healthy choices in accordance with the requirements set forth in paragraph (2) of subsection C of 6.12.5.8 NMAC.
Health Education	___% of students meet the health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC.
Physical Education	___% of students meet the physical education content standards with benchmarks and performance standards as set forth in 6.30.2.20 NMAC.
Behavior Health	___% reduction in discipline referrals due to behavioral health problems.
School Safety	100% of teachers and other school staff are aware of and know how to implement the school level safety plans.
Health Services	___% reduction in student absenteeism.  ___% of students who have been screened for vision/hearing
Staff Wellness	___% reduction in staff absenteeism.

Legal References:

Public Law 111-296 “Healthy Hunger Free Kids Act”

NMAC, New Mexico Requirements for Competitive Foods Sold to Students

6.12.6.8 NMAC, Wellness Requirements

6.30.2.19 NMAC, Health Education

6.30.2.20 NMAC, Physical Education

Smart Snacks calculator: <https://foodplanner.healthiergeneration.org/calculator/>

National School Lunch Program, School Breakfast Program and After School Snack Program at [www.usda.gov](http://www.usda.gov).

The School Health Index at <http://www.cdc.gov/HealthyYouth/SHI>