

# Newman International Academy

## Wellness Policy and Plan

This document will be posted on the district and campus websites, and each principal will be responsible for implementation of this plan at his or her campus. This plan applies to all Newman schools, since all are served under the NSLP (National School Lunch Program). The purpose of the plan is to address nutrition education, activities that foster student health, wellbeing, and the ability to learn, and to create policies for nutritional guidelines for all food and beverages available to be sold or given to students on the school campuses during the school day.

### **Development, Implementation, and Review**

Since Newman is a charter school and does not have a separate SHAC (School Health Advisory Committee), there is a Wellness Sub-Committee for the District Improvement Plan, and the following people will be invited to give input:

Parents, students, community members, Food Services, PE teachers, nurses, behavioral counselors, parent family engagement coordinator, district nutritionist, chaplains, DPS, Board members, and administrators.

The person responsible for oversight (development, implementation, assessment, and update) of the District Wellness Policy is Jenny Gondeiro, who can be contacted at [jgondeiro@newmanacademy.org](mailto:jgondeiro@newmanacademy.org).

As required by law, the policy will be reviewed each year and complete a “triennial assessment” every 3 years regarding progress made toward attaining wellness plan goals, and results of the assessment will be posted on the website. Records will be retained in accordance with the district records retention policy.

### **Wellness Plan Goals 2023-2024**

**Goal 1:** Students will be encouraged to participate in the National School Lunch Program, the School Breakfast Program, and any foods and beverages marketed to students during the school day will meet the Smart Snack standards (or fall within fundraisers or District guidelines).

Compliance Measurement: Meal Reimbursement submissions to TDA, Fundraiser Request Forms, on-site campus visits, and communication with campus administration

**Goal 2:** Students and parents will be educated in nutrition information by posting monthly school breakfast and lunch menus on the school websites. Specific nutrition information can be obtained by emailing [imataruka@newmanacademy.org](mailto:imataruka@newmanacademy.org).

Compliance Measurement: Monthly printouts showing menus have been posted online.

**Goal 3:** The district will promote moderate to vigorous regular activity by requiring K-5 students to participate in at least 135 minutes of physical activity per school week, 6-8<sup>th</sup> grade students to participate in one PE/Athletics class each semester, and 9-12<sup>th</sup> grade students to complete 4-6 semesters of PE for high school graduation. Only students with a documented illness or disability may be exempted.

Compliance Measurement: PE lessons plans showing moderate to vigorous physical activities

**Goal 4:** The district will encourage parents and staff to be role models and support students in nutrition and physical activity.

Compliance Measurement: Quarterly nutrition and health newsletter posted on website and emailed out. In addition, staff will be allowed to leave work 15 minutes earlier on Fridays to participate in approved exercise activities to encourage well-being.

## **Educational Topics**

Throughout the school year, with the assistance of teachers, administrators, school staff, parents, community members, and special speakers, each campus will incorporate education in health-related topics within core and enrichment classes, PE classes, POWWOWs (school assemblies), Health and Wellness Night, Parent & Family Engagement Presentations and other school events such as Field Day, athletic games, school festivals, etc.:

- Physical health (health screenings, fitness assessment, nutrition and healthy diet, food prep safety, dental health, personal hygiene, healthy habits (sleep time and video game usage), fire safety, first aid, CPR, heart health and diabetes prevention, and age-appropriate education on substance abuse, tobacco use (including vaping, juling), drug and alcohol awareness, STDs, and abstinence.
- Mental and emotional health (conflict resolution, suicide prevention and postvention, bullying, cyber bullying, human trafficking, anti-abduction, and violence prevention and intervention, social media & internet safety).
- Newman International Academy's Department of Public Safety not only provides campus and district security but necessary training for students, families, staff/faculty in Gun Safety & Storage, Peace Officer Encounters, Canine Encounters, Standard Response Protocols, Emergency & Crisis Response Protocols, Reunification, Stop the Bleed, Title IX

Principals will monitor student behavior and arrange additional training according to campus needs.

## **Wellness Support**

Newman supports student health in a variety of ways, such as by offering some health screenings on campus (vision, hearing, scoliosis, etc.) and also referring families to community resources that can support student health, including but not limited to: Health and Human Services, Medicaid, Temporary Aid for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Children's Health Insurance Program (CHIP), and Summer Feeding Program locations.

Newman also provides enough space and serving areas to ensure all students have access to school meals with minimum wait time. Newman encourages all students to participate in school meals program and protects the identity of students who eat free and reduced price meals.

## **Physical Activity**

- NIA will provide opportunities for every student to develop the knowledge and skills for specific physical activities.
- NIA will provide opportunities for students to regularly participate in physical activity.
- NIA will help students understand the short-and-long term benefits of a physically active lifestyle.
- NIA will adopt and implement state standards for physical activity.
- NIA encourages parents and guardians to support their children's participation in physical activity, to be physically active role models, and include physical activity in family events.
- NIA will provide training to enable teachers, and other school staff to promote enjoyable lifelong physical activity among students.
- Time allotted for physical activity will be consistent with research and state standards. For elementary grades K-6, students will have at least 135 minutes per week of structured daily physical activity.

- Physical activity participation will take into consideration the "balancing equation" of food intake and physical activity.
- Teachers will be provided with incentives to join in before and/or after school physical activities.

## **Educational Environment**

- NIA will provide a healthy learning environment for all students.
- All school and community members will be encouraged to participate in all health-related activities, such as Health and Wellness Night.
- NIA will encourage parents, teachers, school administrators, students, food service professionals and community members to serve as role models in practicing healthy eating and being physically active, both in school and at home.
- Support for the health of all students is demonstrated by health screenings, substance abuse awareness and abstinence programs, and helping to enroll eligible children in Medicaid and other state children's health insurance programs.
- NIA will provide enough space and serving areas to ensure all students have access to school meals with minimum wait time.
- NIA encourages all students to participate in school meals programs and protect the identity of students who eat free and reduced price meals.
- NIA encourages and provides opportunities for students, teachers, and community volunteers to practice healthy eating and serve as role models in school dining areas.
- The NIA Wellness Committee will plan, implement and improve nutrition and physical activity in the school environment.
- Newsletter on health, wellness, exercise and nutrition is disseminated quarterly to students, families and staff/faculty by our district nutritionist to encourage wellness.

## **Nutrition Policies and Procedures**

These policies and procedures are also available in the NIA Student Handbook and NIA Employee Handbook.

### **Student Nutrition Program**

The district participates in the National School Breakfast and Lunch Programs (SBP & NSLP) and offers students nutritionally balanced meals daily. Maximum portion sizes have been set for meals and beverages sold at each campus cafeteria. Free and reduced-priced meals are available based on household need and contingent upon application completion and approval. *Applications are available in the district office and on the school website.* Information about a student's participation is confidential.

All school cafeterias and dining areas should be nutritionally healthful environments. NIA strives to ensure that all students have daily access to school meals (breakfast and lunch). Administrators' goal is that policies, class schedules, bus schedules, or other events will not directly or indirectly restrict meal access. Adequate time will be allowed for students to receive and consume meals, and cafes seek to provide a pleasant dining environment. The minimum eating time for each student *after being served* is at least **10 minutes for breakfast and 20 minutes for lunch.**

### ***Lunch Guidelines***

NIA IS A CLOSED CAMPUS and students are to remain in the designated dining areas at all times.

- Cutting in line or saving a place in line is not acceptable.
- Students will place trash in designated containers.
- **No outside food may be ordered for delivery to the campus.**
- Lunches provided by parents or guardians may only be consumed by their student. Parents or guardians may not give lunches to students who are not their children. Please keep in mind that many students are allergic to specific foods or food products.
- Birthday celebration foods (cup cakes, cookies, etc.), will only be permitted on the designated day of each month (usually the last Friday).

**Food may never be sold on campuses without prior written approval.** See Competitive Foods and Fundraising sections for further details.

**FMNV - Foods of Minimal Nutritional Value** (which USDA defines as carbonated beverages, hard candy, chewing gum, and frozen confections) **should be limited.** These foods will not be offered in vending machines, are not served in the NIA café, and parents are requested to limit these items in packed lunches or snacks. Food (including FMNV) may never be sold on campuses without district permission—see Competitive Foods and Fundraising sections for details. The intent of the policy is to encourage the consumption of nutritious foods by students and to limit access to high-fat, high-sugar items during the school day. **No gum allowed on campus.**

In the café area, **parents may only provide food for their own child.** Other students may have allergies or diet restrictions. In the classroom, parents may only provide food for other students with teacher/administrator permission. See campus for further details.

Parents may send nutritional snacks for their child. It is highly recommended that snacks comply with USDA smart snack requirements, and snacks should not be FMNV or chips. Snacks should be in single serving packages. USDA Smart Snack information may be obtained at

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

### ***Food in Classrooms***

Some campuses may restrict the consumption of food in the classroom and may designate specific areas where snacks and other food may be consumed. See campus for details. No food or drinks (including water) are allowed in the school computer labs or any other instructional setting where computers or other technical or electronic devices are being used. **No gum allowed on campus.**

In general, Newman will allow food to be served in the following cases: Birthday Fridays, Instructional Food, School Events, and Instructional Incentives. In all cases, food should NOT be served close to meal times or compete with the nutritious food served in the Newman café.

### ***Birthday Parties***

Birthdays are celebrated **after 2pm on the last Friday of the month.** Parents may NOT bring cake or food to students other than their own child in the cafeteria, and food may only be brought for the classroom with teacher/administrator permission. See campus for details.

### ***Instructional Use of Food in Classrooms***

For instructional purposes, students may consume food prepared in class or food prepared as a part of a class or school cultural heritage event. An example would be food served on International Day.

### ***School Events***

Food may be given to students on holidays (such as Valentine’s, Easter, or Thanksgiving), but teachers/administrators should plan distribution of food so it does NOT compete with the nutritious meals served in the NIA café. There is no food service on the Early Dismissal day before Christmas or the Last Day of School, so food may be served at any time on those days. Food may NOT be sold on campus without district permission—see Competitive Foods and Fundraisers sections for details.

### ***Candy as Instructional Incentive***

While NIA does permit teachers to give candy as an instructional incentive, NIA is committed to student health and encourages teachers to limit quantities. Candy should NOT be given close to meal times. Parents who do not wish their child to receive candy as an incentive should notify the teacher in writing.

### **Competitive Foods**

Foods and beverages sold or made available to students that compete with the Newman café (operation of the NSLP or SBP) are considered “competitive foods.” This definition includes, but is not limited to, food and beverages sold or provided in vending machines, school stores, or as part of a fundraiser.

### **Fundraisers**

A fundraiser is an event that includes any activity during which currency, tokens, tickets, donation for, or other forms of payment are exchanged for the sale or purchase of a product. This includes payment that is made toward a future purchase. **All fundraisers MUST be approved by the Newman District via the electronic Fundraiser Form on the Newman website.** There are 4 types of food-related fundraisers:

1. Competitive Foods (items sold outside of Newman Café) that are USDA Smart Snacks may be sold after 2pm (with District approval). USDA Smart Snack information may be obtained at <https://foodplanner.healthiergeneration.org/calculator/>
1. Competitive Foods that are FMNV (Foods of Minimum Nutritional Value) **may only be sold on 6 campus-specific dates** (with District approval).
2. Competitive Foods may be sold “after school” (defined by TDA as sales that start no earlier than 30 minutes after dismissal) are not limited to 6 days per campus (but still require District approval). An example would be concessions at a sporting event.
3. Bulk Foods that will not be prepared onsite (such as cookie dough or frozen sausage), may be sold at any time of day (with District approval).

### **NIA Café Policies**

NIA Café has a credit limit of \$8.00 (students ONLY). If students do not bring a meal or money from home and have no funds on their account, they will be allowed to charge up to \$8.00 on their account before being given a low-cost unreimbursable meal.

NIA Café will send weekly emails and mail reminders to parents on student account balances. Every effort will be made to collect all the collectable debt within the school annual academic calendar. Should this fail, all balances positive or negative will be carried over to the next academic year. After two years, the negative balance will become bad debt and will be written off as an operation loss for the Food Service Department. The General Fund will take over the bad debt and may opt to pursue the debt until collected in full. At the end of each school year, any positive account balance will rolled over to the student account for the following year unless written request for refund is provided by the parent/guardian.

### **Civil Rights Concerning Student Nutrition Services**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.