

# **ADMINISTRATIVE PROCEDURES OF THE MILWAUKEE PUBLIC SCHOOLS**

## **ADMINISTRATIVE PROCEDURE 4.07**

### **STUDENT NUTRITION & WELLNESS PROCEDURES**

#### **(1) HEALTHY SCHOOL ENVIRONMENT**

(a) The district values the health and wellbeing of students and staff. To promote school wellness, the district will plan and implement activities that support health-promoting behaviors. Educational activities for staff members may include information on healthful lifestyle behaviors, healthful eating, physical activity, and injury prevention.

(b) Healthful eating and physical fitness will be actively promoted by staff to students, parents, teachers, and the community at registration, parent group meetings, open houses, and health fairs.

(c) School staff are encouraged to model healthful eating and exercise behaviors. Schools should offer staff time and professional development to practice health-promoting activities.

#### **(2) NUTRITION EDUCATION**

(a) The district will provide and/or coordinate regular professional development to teachers, principals, school health-and-wellness team members and food service staff on basic nutrition, nutrition education, and best practices in wellness. Professional development will also be offered to staff to facilitate the integration of nutrition education into core curriculum areas such as math, science, social studies, and language arts.

(b) Nutrition education, especially in the primary grades, must be emphasized for the students to be capable of making wise lifelong food choices. It is the role of the health and wellness curriculum specialist to develop a nutrition education curriculum. Since the 2006-2007 school year, all K-12 instructional staff have been encouraged to integrate nutritional themes into daily lessons when appropriate. The health benefits of good nutrition will be emphasized. These nutritional themes include, but are not limited to:

1. Nutritional knowledge such as the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements and safe food preparations, handling and storage.
2. Nutrition-related skills such as planning a healthy meal, understanding and using food labels, and critically evaluating nutrition information, misinformation, and commercial food advertising.
3. How to assess personal eating habits, set goals for improvement, and achieve nutrition goals.

(c) Administrative Policy 4.07 reinforces nutrition education to help students practice these themes in a supportive school environment. Nutrition education will be offered in the school dining room and in the classroom, with coordination between school foodservice staff and teachers. Promotion occurs through the use of educational brochures, posters, and presentations.

(d) Schools are encouraged to participate in the United States Department of Agriculture (USDA) nutrition initiatives (such as Team Nutrition) and to conduct healthy activities and promotions (such as National School Lunch Week and National School Breakfast Week) that involve teachers, students, parents, and the community.

#### **(3) NUTRITION GUIDELINES FOR USDA CHILD NUTRITION PROGRAMS AND SCHOOL MEALS**

(a) All students shall receive breakfast and lunch under the nutritional guidelines of the USDA's School Breakfast Program and National School Lunch Program, respectively.

(b) Schools shall not establish policies, class schedules, bus schedules, or other barriers that directly or indirectly restrict meal access.

(c) School principals make participation in school breakfast and lunch a high priority for their sites. Schools shall make efforts to ensure that families are aware of need-based programs for free or reduced-price meals.

(d) Schools are strongly encouraged to implement innovative breakfast programs such as breakfast in the classroom, grab-and-go breakfast kiosks in an effort to increase breakfast participation.

(e) School schedules are set to provide students with a minimum of 10 minutes to eat breakfast and 20 minutes to eat lunch, from the time the student is seated.

(f) Dining areas shall be clean, safe, and attractive and have enough space for seating all students comfortably.

(g) Lunch periods shall be scheduled as near the middle of the instructional school day, between 10:00 a.m. and 2:00 p.m.

(h) Lunch periods shall be scheduled as in elementary schools following recess whenever possible.

(i) Schools are encouraged to offer meals during breaks in the school calendar whenever possible and to coordinate with the Department of Nutrition Services to operate summer food service programs for eligible students.

(j) The school shall encourage parents to provide a variety of nutritious foods and beverages if students bring bag lunches or snacks from home.

(k) Food is not to be used as a reward or punishment for student behaviors.

(l) The monitoring of vending machines is highly encouraged to maximize the nutritional value of available snack foods and beverages and to ensure compliance with the Smart Snacks in Schools standards.

#### **(4) NUTRITION STANDARDS FOR SMART SNACKS**

Adherence to the USDA Smart Snacks in Schools standards is a Federal requirement for when for all foods and beverages sold to students from midnight to thirty minutes after the instructional day. In order to meet the USDA Smart Snacks in School standards will ensure that all foods and beverage available to students on the entire school campus throughout the school day shall meet these specific guidelines:

##### **(a) General Standards**

Entrees, snacks, and sides must meet one of the following criteria:

- Be a whole grain-rich product; or
- Have a fruit, vegetable, dairy product, or protein food (meat, beans, poultry, etc.) as the first ingredient; or
- Be a combination food with at least . cup fruit and/or vegetable; and

##### **(b) Nutrient Standards**

Nutrient standards should be assessed for the serving size available for purchase and include all accompaniments. Entrees, snacks, and sides must meet all of the following standards:

- Calories
  - o Entree: ≤350 calories
  - o Snack or side: ≤200 calories
- Fat
  - o ≤35% of total calories from fat

Exemptions: reduced-fat cheese, part-skim mozzarella, nuts, seeds, nut/seed butters, dried fruit with nuts or seeds (with no added nutritive sweeteners or fat), and seafood with no added fat

- o <10% of total calories from saturated fat
  - Exemptions: reduced-fat cheese, part-skim mozzarella, nuts, seeds, nut/seed butters, dried fruit with nuts or seeds (with no added nutritive sweeteners or fat), and seafood with no added fat
- o 0 g of trans fat (<0.5 g)
- Sodium
  - o Entree: ≤480 mg
  - o Snack or side: ≤200 mg (beginning July 1, 2016)
- Sugar
  - o ≤35% of weight from total sugar
    - Exemptions: dried/dehydrated fruits or vegetables without added nutritive sweeteners, dried fruits with nutritive sweeteners for processing and/or palatability, and dried fruit with only nuts/seed (no added nutritive sweeteners or fat)

**(c) Exemptions From General and Nutrient Standards**

The following items are exempt from all of the general and nutrient standards:

- An entree the day of and the day after it is served as part of a reimbursable meal.
- Fresh, canned, and frozen fruits with no added ingredients except water or packed in 100% juice, extra light syrup, or light syrup.
- Fresh, canned, and frozen vegetables with no added ingredients except water or a small amount of sugar for processing purposes.

**(d) Entrees**

A product or dish must meet one of the following standards to qualify as an entrée under Smart Snacks:

- A combination food of meat/ meat alternate and whole grain-rich food
- A combination food of meat/ meat alternate and vegetable or fruit
- A meat/meat alternate alone (excludes yogurt, cheese, nuts, seeds, nut/seed butters, and meat snacks [e.g. beef jerky])
- A breakfast entree defined by the menu planner and served as part of the School Breakfast Program
- If a product does not meet any of the qualifications for an entree, it must be evaluated against the nutrient standards for a snack/side.

**(e) Beverages**

	Elementary School	Middle School	High School
Water (plain), <i>flat or carbonated</i>	All sizes	All sizes	All sizes
Low-fat milk (unflavored)	≤8 fl oz	≤12 fl oz	≤12 fl oz
Fat-free milk (flavored or unflavored)	≤8 fl oz	≤12 fl oz	≤12 fl oz
100% juice, <i>flat or carbonated</i>	≤8 fl oz	≤12 fl oz	≤12 fl oz
Calorie-free beverages, <i>flat or carbonated</i>	Not allowable	Not allowable	≤20 fl oz
Low-calorie beverages (≤5 kcal/oz), <i>flat or carbonated</i>	Not allowable	Not allowable	≤12 fl oz
Caffeine	Not allowable	Not allowable	Allowable with norestriction

**(f) Fundraisers**

The Wisconsin Department of Public Instruction allows two fundraiser exemptions per student organization per school per school year. All fundraisers must be in alignment with Administrative Policy and Procedure 7.22, School Fundraising Activities.

**(g) Vending**

- a. Vending machines for students may be installed in High Schools.
- b. They shall be located in areas other than the cafeteria.
- c. Vending, intended for student consumption, must contain Smart Snack compliant food/beverages or be off from midnight to thirty minutes after the instructional day.
- d. Adherence shall be monitored by the school leader and/or the school health team.
- e. The Board reserves the right to direct the Administration to remove vending machines from schools.

**(h) Smart Snacks Product Calculator**

*The Alliance for a Healthier Generation* created a Smart Snacks Product Calculator to assist School Food Authorities in determining whether a product meets the general and nutrient standards outlined in the Smart Snacks interim final rule. After a determination is made, an informational sheet can be printed and maintained as documentation.

**(5) PHYSICAL EDUCATION AND PHYSICAL ACTIVITY**

- (a) Each school must include physical activity opportunities in the regular school day for every student enrolled. All schools should enforce existing physical education requirements in Administrative Policy 7.07 and Administrative Procedure 7.07.
- (b) Movement activities can be integrated across the curricula and throughout the school day.
- (c) Schools should encourage after-school childcare programs to provide developmentally appropriate physical activity for participating children and to reduce or eliminate time spent in sedentary activities. Schools should offer after-school intramural programs and/or physical activity clubs to promote physical wellbeing.
- (d) It is strongly recommended that PE or recess be scheduled before lunch whenever possible.
- (e) Recess or other physical activity shall not be denied as a form of punishment or cancelled for instructional make-up time.
- (f) Schools should work with their local neighborhoods to create an environment that is safe and supportive for students to walk or bike to school.

**(6) WELLNESS PROMOTION AND MARKETING ACTIVITIES**

- (a) The district will utilize the Smarter Lunch Room Self-Assessment Scorecard to find ways to improve the eating environment.
- (b) All fundraising activities where food products are sold should demonstrate the district's commitment to promoting healthy behaviors and improving personal wellness. Selling nutritious foods reinforces nutritional messages taught in classrooms and lunchrooms.
- (c) In addition, advertisement in schools (in-school television, computer screen savers and/or school-sponsored internet sites, or announcements on the public announcement system etc.) should also demonstrate the district's commitment to promoting healthy behaviors and improving personal wellness.
- (d) Whenever possible use nonfood options and or food items that follow the USDA Smart Snacks in Schools Standards as addressed in this Procedure, Section (4) in marketing or promotional activities.

**(8) EVALUATION & COMMUNICATION**

(a) The superintendent, school leaders, administrators, teachers, support staff, nutrition services staff supervising dietitians, and parents play a vital role in promoting and communicating healthy foods and fitness messages to students.

(b) Each school will conduct an annual Student Wellness assessment using the tool selected and approved by the Core Health Services Team at central services.

(c) The Core Health Services Team will be responsible for collecting, reviewing, and disseminating the results of the assessment to the schools.

- History:** Adopted 06-29-06; Revised 05-29-14; 6-24-21
- Legal Ref.:** PL108.265, Section 204
- Cross Ref.:**

Admin. Proc.	4.05	School Nutrition Management
Admin. Policy	4.06	Vending Machines
Admin. Policy	4.07	Student Nutrition & Wellness Policy
Admin. Policy	7.06	Health Education
Admin. Policy	7.07	Physical Education
Admin. Proc.	7.07	Physical Education
Admin. Proc.	7.22	School Fund-raising Activities
Admin. Policy	9.08	Advertising in the Schools
Admin. Policy	9.11	School Governance Councils

