



# Nutrition And Wellness

Mosquero Municipal Schools

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# NUTRITION & WELLNESS POLICY

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## Introduction

Our students are the number one priority for our schools' existence. Their success in life is dependent upon the educational foundation which our staff provides. Proper nutrition and positive physical activity will support this foundation and assist our students as they develop healthy attitudes and life-skills.

The Mosquero Municipal Schools have developed and maintained a Nutrition/Wellness Policy which meets the Public Education Department (PED) Wellness Policy rule 6.12.6 NMAC. This policy when approved by PED will also meet the requirements of section 204 of the Healthy, Hunger-Free Kids Act of 2010 (the Act), Public Law 111-296.

Our school district wellness policy provides the following:

- Three people within our school district have the operational responsibility for ensuring the fulfillment of our wellness policy (School Nurse, Cook and Food Service Director)
- We have established a school health advisory council
- We have developed goals for each of the following areas:
  1. Nutrition and nutrition education
  2. Physical activity
  3. Physical education
  4. Health education
  5. Social and Emotional Well-Being
  6. Health services
  7. Behavioral health
  8. School Safety
  9. Staff Wellness
  10. Healthy and Safe Environment
  11. Other School-Based Activities
  12. Other Wellness Policy Components
- We have an evaluation plan for each component of our wellness policy

Our school district posts a copy of the district wellness policy on our web site and a paper copy is available in the administration building. Documentation of our efforts to review and update the wellness policy will be under the direction of our school health advisory council. A sign-in sheet will be used as participation by stakeholders.

LEGAL REF.: 42 U.S.C. 1751 *et seq.* The National School Lunch Act  
 42 U.S.C. 1771 *et seq.* The Child Nutrition Act as amended  
 6.12.5.8 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

CROSS REF.: ABA-Community Involvement in Education  
 ABAA-Parental Involvement  
 BBA-Board Powers and Responsibilities  
 EF-Food Services  
 EFE-Competitive Food Sales/Vending Machines  
 IHA-Basic Instructional Programs

## Nutrition Guidelines and Food Services Operations

The District has procedures that address all foods (including competitive food sales) available to students throughout the school day in the following areas:

National School Lunch Program and Child Nutrition Act: Meals will be prepared according to the Dietary Guidelines for Americans and USDA regulation.

Our lunches are prepared on site every day (4-day school week). Foods from each of the required food groups (Dairy, Meat/meat substitute, Vegetables, Fruits, Grains) are offered daily. Due to our ruralness & difficulties with fresh food delivery, most of our fruits, meats and vegetables are either canned or frozen. Most foods made with grain are prepared from scratch.

Our menus are printed and given to all teachers. Elementary teachers send one home with each of their students. The menus are also posted on the school website and copies are made available upon request in the administration office.

Our school nurse prepares a food variety survey on a yearly basis to all on-campus students. The results are tallied and additions to our menu are made if needed.

Our students are encouraged to eat their lunches and visit with their neighbors. They are allowed at least 20 minutes for this activity. Our elementary students have a recess prior to lunch and again after lunch. They also have PE with a certified PE teacher throughout the week.

A la carte offerings in the food service program are not offered at our school.

We do not participate with afterschool meals or snacks or summer food service because of the very ruralness of our district.

Vending machines and school stores: There are no vending machines in the elementary or junior/high buildings or in the cafeteria. Beverage items offered at the high school building may include water, 100% fruit juice with no added sweeteners, sports drinks, and no more than 125 calories per container. The size of drinks will be 20 ounce servings or less. There are no food vending machines at the Mosquero Municipal Schools.

Classroom parties, celebrations, fund-raisers, rewards and school events: There will be no bake sales on the school's campus. Snacks offered for sale through the high school media may include nuts, seeds, and cheese. All other items shall contain no more than 400 calories per container, 16 grams of fat and 2 grams or less of saturated and Trans-fats combined. See Guidelines for a la carte offerings: Subsection B of 6.12.5.8 NMAC

Water & disposable drinking cups are available to all staff, students and visitors during cafeteria serving times. The school also has drinking fountains available & operating in each school building on campus. The water containers in the cafeteria and all fountains are cleaned on a daily basis.

Food allergies are an important medical condition which our staff considers when planning, preparing & serving meal items and classroom snacks. Every effort is utilized to obtain allergy information from parents. This information guides our food purchasing & preparation. We also provide anaphylaxis education to staff and include emergency services' contact telephone information.

No part of a reimbursable meal will be withheld or denied as a disciplinary action. In fact, students being disciplined are not separated from their peers during mealtimes.

Our staff is provided information and encouragement to utilize non-food items as rewards for behavior or academic success.

Our school food service personnel receive required food safety training every school year as specified by their position.

In keeping with the District's nutrition program goals, only food prepared or obtained or approved by the District's food services program should be served in classroom reward or incentive programs involving food items as well as foods and beverages offered or sold at school-sponsored events outside the school day. Approval is required to ensure that the foods served meet the requirements of the District's nutrition policy and regulation (i.e., all foods served fit in a healthy diet and contribute to the development of lifelong healthy eating habits for the District's students).

If our staff &/or school sponsored organizations (FFA, sports, etc) wish to host a fundraiser that involves food, they will have to request permission from our superintendent. This will be limited to no more than two occasions per semester and will not be conducted during meal service or in the food service area. (6.12.5.8 NMAC)

The District provides evaluation of the Nutrition Guidelines by the following methods:

Our school is open for review by the Student Nutrition Department, Public Education Department and the New Mexico Environment Department. We also welcome the advice and assistance from the New Mexico Department of Health staff.

The refrigeration survey done by our cafeteria staff and included in the commodities agreement includes perpetual inventory and daily temperature logs.

Facility safety checks will be completed at least yearly by our school staff.

## **Nutrition Education**

The District provides comprehensive nutrition education which is based on theories and methods proven effective by research and consistent with state and local District health education standards that align with the NM Health Education Content Standards with Benchmarks and Performance Standards as set forth in 6.29.6 NMAC. Nutrition education at all levels of the curriculum shall include, but not be limited to, the following essential components designed to help students learn:

Age-appropriate nutritional knowledge, including the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements, safe food preparation, handling and storage and cultural diversity related to food and eating;

Age-appropriate nutrition-related skills, including, but not limited to, planning a healthy meal, understanding and using food labels and critically evaluating nutrition information, misinformation and commercial food advertising;

How to assess one's personal eating habits, set goals for improvement and and achieve those goals.

Our school district has utilized the CATCH program, Organ Wise Guys & Fuel Up to Play 60 for several years in the elementary grades. Our 7<sup>th</sup> & 8<sup>th</sup> grade students receive some nutrition education through their science and FFA classes. We are currently using the Glencoe Health curriculum copyrighted 2018 and approved by NMPED.

In order to reinforce and support nutrition education efforts, the guidelines will ensure that:

Nutrition instruction provides sequential, comprehensive health education in accordance with the New Mexico Public Education Department curriculum regulations and academic standards;

Cooperation with agencies and community organizations is encouraged to provide opportunities for appropriate student projects related to nutrition; Consistent nutrition messages are disseminated from the District, throughout the school, community, homes and media; and

Nutrition education is extended beyond the school environment by engaging and involving families and community.

### **Physical Activity**

Our District shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students (6.12.6.8.D.3 NMAC)

Comprehensive physical activity is provided to all students K through 6<sup>th</sup> grade (2 recesses and 1 PE) and as a required credit (physical education for 9<sup>th</sup> through 12<sup>th</sup> grade students) with a licensed physical education teacher. Sanctioned sports (Volleyball, Football, Basketball and Track) are offered and students are encouraged to participate with them.

Our school has 2 gyms available for our students utilization especially when we have inclement weather. Materials and equipment for both indoor and outdoor use is provided by our school district. (6.29.9 NMAC)

Administrators, teachers and other support staff are encouraged to not use physical activity as a reward or punishment.

Elementary students will be provided daily allotted time for physical activity of not less than 15 minutes per school day. They will also be encouraged to participate with daily recess activities. If we have students with any mental/motor/physical delay issues then appropriate adaptations will be purchased & provided under certified staff supervision.

All staff are encouraged to maintain physical activity on a daily basis. Our District does provide an equipment exercise room for staff utilization.

Our administration has always encouraged the use of school facilities outside of school hours because they value the family and community support. Access is granted when proper requests have been approved by administration staff.

Our pre-K through 12<sup>th</sup> school district is maintained on one continuous campus. Traffic issues are seldom a problem. Approximately 3% of our students live within the village limits. These students are allowed & encouraged to walk, bike or skate to and from school if permitted by their parents/guardians.

The District provides evaluation of physical activities by the following methods:

The elementary students participate in an end-of-year field day and all elementary students are required to participate unless there is a documented medical reason for being excused.

Physical assessments of height and weight are completed with all students on a yearly basis by the school nurse or through sports physicals. Other assessments will be monitored as indicated.

Students will be evaluated upon their mastery of physical activity components by a certified teacher, i.e. jumping a rope, moving a ball...

### **Health Education**

Our District provides comprehensive health education to students K-12<sup>th</sup> by elementary teachers, science and vocational agricultural teachers. The curriculum focuses upon physical, mental, emotional and social dimensions of health as set forth in NMAC 6.12.6.

Health lessons will be taught in a manner that is culturally sensitive.

Health lessons are taught using a variety of instructional strategies (verbal and written projects, media literacy, hands-on application, etc).

Health education is integrated into the core curriculum.

The health education curriculum is aligned to the health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC and per the graduation requirements NMSA 22-13-1.1 which specifies that 0.5 credit of Health Education is offered in either middle or high school.

Health education courses shall include:

1. Age-appropriate sexual abuse & assault awareness and prevention training
2. Lifesaving skills training that follows nationally recognized guidelines for hands-on psychomotor skills cardiopulmonary resuscitation training. Students shall be trained to recognize the signs of a heart attack, use an automated external defibrillator and perform the Heimlich maneuver for choking victims. This training will be provided by our school nurse who is certified through the American Heart Association to provide Hands Only CPR as well as the 8 hour First Aid/CPR/AED training.

Our staff provides activities in comprehensive health education that align with the New Mexico health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC and per the graduation requirement NMSA 22-13-1.1 which species that 0.5 credit of Health Education is offered in either middle or high school.

Parents maintain their right to request that their child be exempted from the parts of the health education curriculum that addresses the sexuality performance standards. Notification of health curriculum will be available to parents prior to classroom presentations. Lesson plans will be available if need be. NMAC 6.29.6.11 Sexuality Performance Standards Exemption will be utilized in this policy's implementation. Parents will be asked to return written

statements to the school secretary indicating their decision to exempt their child from any portion of the health education.

Staff provides instruction about HIV and related issues in the curriculum of the required health education content area to all students in the elementary grades, middle school grades and in the high school grades as set forth in 6.12.2.10.C NMAC.

Teachers, staff and administrators are encouraged to attend coordinated school health professional development opportunities (School Health Institute, Head to Toe, NM Association for Health, Physical Education, Recreation and Dance).

### **Behavioral Health**

Our school behavioral health program is integrated into our learning curriculum and supports our students' progress to become fully functioning and happy adults. (6.12.6.8.D.6 NMAC) Our program is specified in our Safe Schools Plan. It emphasizes the following:

- A learning atmosphere which supports positive psychological, social and emotional student success
- Provides structure and support for individual student growth to guide in living a socially and emotionally fulfilling life
- Decreases the stigma around behavioral and mental health issues
- Links systems to improve advocacy, assessment, support and available resources
- Supports local strategies that create healthy schools
- Promotes behavioral health in order to break down barriers to students' learning

Our staff is instrumental in evaluating changes in student behavior(s). Recommendations for intervention will be conducted verbally or in writing. Access to counseling is delineated in our Safe Schools Plan.

Our licensed school employees have completed the required training to detect and report of child abuse and neglect which includes sexual abuse, assault and substance abuse. (Section 22-10A-32 NMSA)

### **School Safety**

A school safety plan has been created for each school building. It includes a floor plan with exits noted and routes for preferred evacuations specified. An emergency procedure and crisis plan has also been completed. Both of these plans are located in specific building areas. Staff receives training with these plans at the beginning of each school year.

Our staff performs 12 emergency drills per school year. These drills involve 9 fire drills, 2 shelter in place drills and one evacuation drill at the intervals set forth in subsection M of 6.30.2.10 NMAC.

Our staff collaborates with one another to maintain current safety standards for buildings, grounds, structures, buses and equipment. Staff and students are encouraged to assist with the maintenance of clean, safe and inviting premises. Our school district is tobacco, alcohol and drug-free..

### **Physical Education**

The District provides a comprehensive physical education curriculum to students K-12<sup>th</sup>. This curriculum provides students with optimal opportunities to learn and develop skills, knowledge and attitudes necessary to personally



decide to participate in lifetime healthful physical activity. If we have students with any mental/motor/physical delay issues then appropriate adaptations will be purchased & provided under certified staff supervision.

The physical education curriculum is aligned to the physical education content standards with benchmarks and performance standards as per 6.29.1 NMAC Primary and Secondary education standards for Excellence General Provision and the graduation requirements NMSA 22-13-1.1 which specifies that 1 unit of PE or allowable alternative is provided. Every effort is undertaken to have certified physical educators teach physical education and plan additional opportunities for physical activity.

Physical education class size is structured to accommodate other subject areas &/or self-contained classes.

Class sizes are multi-grade, probably K-1<sup>st</sup>, 2<sup>nd</sup>-3<sup>rd</sup>, 4<sup>th</sup>-6<sup>th</sup>, 7<sup>th</sup>-8<sup>th</sup>, 9<sup>th</sup>-12<sup>th</sup> depending upon the enrollment numbers.

Physical educators are encouraged to attend professional development opportunities such as workshops and conventions. Collaboration with other professionals is supported to ensure implementation of current information, innovations and ideas into the physical education classes.

### **Other School-Based Activities**

The goal for other school-based activities is to ensure whole-school integration with the wellness program. Our District will achieve this goal by addressing elements that include, but are not limited to, school meal times, dining environment, food as an incentive, marketing and advertising, staff wellness, and staff development and training.

### **Social and Emotional Well-Being**

A student assistance team (SAT) coordinates individual student needs related to mental, emotional, behavioral, social and academic needs. Our team has a written, delivered and assessed program for Pre-K-12 grades. We provide licensed staff to develop and supervise this program and it is a part of the educational plan for student success (EPSS) process (6.29.1.8 NMAC). Referrals to the superintendent, counselor, nurse or other medical providers are an integral part of their functions.

The superintendent, counselors and school nurse are available to students, staff, parents and community. All of our staff are committed to providing an environment in which students are able to request assistance when needed.

Collaboration of our staff with medical clinicians and other entities (MD, PA, FNP, OT, PT, speech, psychologist, Public Health, DWI, TUPAC, etc.) is encouraged due to our rural geographical area.

Our school staff are trained in child abuse and neglect detection including sexual abuse and assault and substance abuse and reporting on a yearly basis per Section 22-10A-32 NMSA 1978. Our staff recognizes that they have a duty to report child abuse and child neglect; responsibility to investigate child abuse or neglect; penalty per Section 32A-4-3 NMSA 1978. Our staff also recognizes the need to be vigilant to the possibility of substance abuse among students and acknowledges their responsibility to report suspicions actions per Section 22-5-4, 4 NMSA 1978.

### **Health Services**

Any student with healthcare needs that may affect their school attendance and/or performance will have individualized Health Plans (IHP) (NASN Position Statement; Individualized Healthcare Plan) which are separated from Individualized Education Program (IEP) but attached to the IEP of 504 plan based on a student's need (Section V: Individualized Healthcare Plans). School staff, school nurse, student(s) and parent(s) or guardian(s) will be involved in creating this IHP with notification/approval requested from a primary care provider.

The school nurse coordinates and collaborates with administration, special education director, counselor and all other staff in order to provide preventive and emergency care for students, staff and visitors.

The school nurse performs vision, hearing, height and weight assessments on every student attending our school district at least once a school year. More assessments may be performed if needed for special education services or major student health changes occur.

All elementary teachers have access to first aid kits and basic sanitary items at their disposal. The middle and high school teachers also have the same amenities. First aid supplies are also located in the buses, in the secretary's office and in the cafeteria.

Health needs of students which require specialized or more extensive attention are referred to their primary health care personnel, local health clinic, county health services (Public Health Department) &/or emergency health care services (EMT or area hospitals).

Collaboration of school staff, public and private medical entities, parents and students is maintained to ensure student access to preventive services, behavioral health services, screenings and referrals, evaluations and assessments, first aid and emergency care, follow-up care, school safety, health education and ancillary services (OT, PT, speech therapy).

School staff is encouraged to attend workshops, conferences and seminars. Collaboration with peers is supported to ensure implementation of current information, innovations and ideas into the health care delivery to students.

Any student(s) attending our school with a diagnosis of HIV/AIDS will receive education regarding their access to care and have a personal education plan. This diagnosis will be kept confidential as set in 6.12.2.10 NMAC Human Immunodeficiency Virus (HIV).

Health care staff will maintain accurate student records, abide by HIPPA regulations and maintain student confidentiality except as required by specific state statutes (Child abuse reporting, etc.). State mandated public education reports will be completed and submitted as required also.

Any student attending our school will provide proof of immunization or have an immunization exemption form on file 7.5.3 NMAC. The only exception to this requirement will be for students who are identified as homeless. As they cannot be prevented from entering schools based on inability to produce records normally required for enrollment, as per the McKinney-Vento Homeless Assistance Act.

Any student identified with healthcare needs that may affect their school attendance and/or performance will have Individualized Health Plans (IHP) created with the assistance of the school nurse, relevant teachers, aides and special education director. This plan will be reviewed on a yearly basis and attached to the student's Individualized Education Program (IEP) plan or the 504 plan based on a student's needs.

Students enrolled in our school who might have a diagnosis of HIV/AIDS will receive the same education as all other students. All students are encouraged to attend to their own cuts or other issues where their blood is present. Our school nurse provides education in all elementary classrooms pertaining to handwashing, germs and proper first aid. First aid kits are available to all staff and their training is provided every other year utilizing the American Heart Association First Aid/CPR/AED course. Compliance with 6.12.2.10 NMAC is enforced.

Parents/Guardians are required to provide documentation of the student's immunization status. The school nurse will research the state web-site and/or request any further immunization documentation if needed. She will notify parents/guardians of any required & recommended immunizations needed to ensure compliance with statute 6.12.2.8 NMAC. No student identified as homeless will be prevented from entering our school district based on the inability to produce records normally required for enrollment, as per the McKinney-Vento Homeless Assistant Act. Upon enrolling into our school district, the school nurse will research for any immunization records and assist students with obtaining any required immunizations as the need arises.

Our school nurse advocates for students pre-K through 12<sup>th</sup> grade to have asthma treatment medications and anaphylaxis emergency treatment medications (properly labeled and stored) to be kept and/or carried throughout the school year. All staff are trained to also notify parents/guardians about breathing or anaphylaxis issues as indicated on the student registration papers. Any student who can demonstrate proper technique while self-administering rescue medication will be allowed to self-manage asthma and/or diabetes throughout the school year. This follows 6.12.2.9; 6.12.8 NMAC

### **Other Wellness Policy Components**

This component is addressed in the prior section of Health Services.

### **Staff Wellness**

All staff records are confidential. If any staff has a medical issue i.e.: HIV or any other medically identified problem that information is confidential and all staff having access to it have been instructed to maintain that confidentiality

A staff wellness plan is established within our physical school location to provide an equitable work environment and meet the American with Disabilities Act, Title III (6.12.6.8.D.9 NMAC).

The school nurse encourages moderation of nutritional intake tempered with adequate physical activity for all staff. An exercise room has been created and school staff is encouraged to utilize this facility.

Administrative staff collaborates with the school nurse and other health officials to provide written materials addressing exercise, stress management and nutrition issues.

All school staff are encouraged and welcomed to participate on the district's SHAC, per 6.12.6.8 NMAC Section E.

## **EVALUATION OF THE WELLNESS PLAN**

### **Health Education**

Documentation of classroom curriculum presented by the assigned teachers will stand as proof that health education has been provided per state school district wellness policy rule 6.12.6.6 NMAC.

Students enrolled in health education classes are also instructed in a complete American Heart Association approved first aid/CPR/AED class. When necessary this class is repeated every 2 years while the students are enrolled in our school district. Students shall be trained to recognize the signs of a heart attack, use an automated external defibrillator and perform the Heimlich maneuver for choking victims. This education & practicum is included in order to meet the graduation requirement addressing lifesaving skills per graduation requirements NMSA 22-13-1.1

### **Physical Education**

Documentation of classroom curriculum presented by the assigned teachers will stand as proof that the physical education has been provided per state school district wellness policy rule 6.12.6.6 NMAC and as specified in graduation requirements NMSA 22-13-1.1

### **Healthy and Safe Environment**

Written school emergency plan, building blueprints, incident reports, repair requests and verbal collaboration between janitors, cafeteria employees, support staff, teachers and administration will provide the evaluation of this plan.

### **Social and Emotional Well-Being**

Documentation by the student assistance team (SAT) and collaboration of school staff for assessment, referral and follow-up will be assessed by administration and will provide the evaluation of this plan.

### **Health Services**

The yearly school nurse report, daily log record, collaboration with other medical personnel, students and staff will monitor the implementation of this plan.

### **Staff Wellness**

Evaluation of this plan will be accomplished through staff utilization of equipment.

### **Designated Evaluator**

The Superintendent will compile the documentation supporting each component of this Wellness Plan. The results will be presented to the School Health Advisory Council (SHAC) for review. The Superintendent and the SHAC will collaborate upon the results and recommendations for improvement will be composed and presented to the Mosquero School Board Members on a yearly basis.

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