

**Torrance Unified School District  
Wellness Policy**



**wellness  
committee**

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[tusd.org/nutrition-services](http://tusd.org/nutrition-services)

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## Introduction to the Torrance Unified School District (TUSD) Wellness Policy

Under the Healthy Hunger-Free Kids Act (HHFKA) of 2010, the federal government reauthorized Child Nutrition Programs in school districts nationwide and included a section that specifically addresses local school wellness policies. The objectives of the HHFKA include enhancing existing local school wellness policy requirements, strengthening implementation and assessment of the policies, and expanding public input in both local school wellness policy development and reporting.

### Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010: *Summary of the Final Rule* - United States Department of Agriculture

Adapted from [https://www.fns.usda.gov/sites/default/files/tn/LWPsummary\\_finalrule.pdf](https://www.fns.usda.gov/sites/default/files/tn/LWPsummary_finalrule.pdf)

**What is a local school wellness policy?** A local school wellness policy (“wellness policy”) is a written document that guides a local educational agency’s (LEA) or school district’s efforts to establish a school environment that promotes students’ health, well-being, and ability to learn. The wellness policy requirement was established by the Child Nutrition and Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Reauthorization Act of 2004 and further strengthened by the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). It requires each LEA participating in the National School Lunch Program and/or School Breakfast Program to develop a wellness policy. The final rule expands the requirements to strengthen policies and increase transparency. The responsibility for developing, implementing, and evaluating a wellness policy is placed at the local level, so the unique needs of each school under the LEA’s jurisdiction can be addressed.

**Provisions of the Final Rule** On July 29, 2016, the USDA Food and Nutrition Service (FNS) finalized regulations to create a framework and guidelines for written wellness policies established by LEAs. The final rule requires LEAs to begin developing a revised local school wellness policy during school year 2016-2017. **LEAs were to fully comply with the requirements of the final rule by June 30, 2017.**

**Content of the Wellness Policy** *At a minimum, policies are required to include:*

- Specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. LEAs are required to review and consider evidence-based strategies in determining these goals.
- Standards and nutrition guidelines for all foods and beverages sold to students on the school campus during the school day that are consistent with Federal regulations for:
  - School meal nutrition standards
  - Smart Snacks in School nutrition standards
- Standards for all foods and beverages provided, but not sold, to students during the school day (e.g., in classroom parties, classroom snacks brought by parents, or other foods given as incentives).
- Policies for food and beverage marketing that allow marketing and advertising of only those foods and beverages that meet the Smart Snacks in School nutrition standards.
- Description of public involvement, public updates, policy leadership, and evaluation plan.

**Wellness Leadership** LEAs must establish wellness policy leadership of one or more LEA and/or school official(s) who have the authority and responsibility to ensure each school complies with the policy.

**Public Involvement** *At a minimum, LEAs must:*

- Permit participation by the general public and the school community (including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, and school administrators) in the wellness policy process.

**Triennial Assessments** The final rule requires State agencies to assess compliance with the wellness policy requirements as a part of the general areas of the administrative review every 3 years. LEAs must conduct an assessment of the wellness policy every 3 years, at a minimum. This assessment will determine:

- Compliance with the wellness policy
- How the wellness policy compares to model wellness policies
- Progress made in attaining the goals of the wellness policy

**Documentation** The State agency will examine records during the Administrative Review, including:

- Copy of the current wellness policy
- Documentation on how the policy and assessments are made available to the public
- The most recent assessment of implementation of the policy
- Documentation of efforts to review and update the policy, including who was involved in the process and how stakeholders were made aware of their ability to participate

**Updates to the Wellness Policy** The final rule requires that LEAs update or modify the wellness policy as appropriate.

**Public Updates** *The rule requires that LEAs must make available to the public:*

- The wellness policy, including any updates to and about the wellness policy, on an annual basis, at a minimum
- The Triennial Assessment, including progress toward meeting the goals of the policy

**Regulation** The final rule was published on July 29, 2016 and can be found online at: <http://www.fns.usda.gov/tn/local-school-wellness-policy>.

## **TUSD Wellness Committee**

### **School Year 2013-14**

As a result of new regulations, TUSD began the process of updating its existing Wellness Policy of 2006. As with the previous policy, TUSD formed a Wellness Committee. The 2013-14 committee was composed of community stakeholders from diverse backgrounds within the District, most of whom had not served on the previous committee. The task of this new committee was to review and update the existing Wellness Policy by incorporating the new federal and state objectives.

The Wellness Committee met six times throughout the 2013-2014 school year. In addition, groups of three to four committee members formed subcommittees that met in between scheduled committee meetings to work on specific policy sections. The committee invested many hours in research, presentation, discussion, debate and revision. The committee chair consulted frequently with local, state, and federal officials on questions of interpretation and implementation of the HHFKA. Using the HHFKA, survey results, and input from the District principals and administrative leaders, the committee produced an updated Wellness Policy that outlined the goals of the District and provided helpful tools and resources.

### **School Year 2014-15**

After reviewing the results of the annual Wellness Policy surveys, the committee reconvened to examine the results and create a plan of action to address the needs expressed through the surveys. After this meeting, the committee agreed to increase the number of committee members, as well as increase the exposure, communication, and training available on the Wellness Policy. The committee added eight new members and met four more times during the summer of 2015. The committee made a few minor revisions to the policy, but ultimately agreed to keep the policy strong. The committee is dedicated to increasing awareness on health and wellness on TUSD's school campuses, as well as increasing the support and involvement of the entire district.

### School Year 2015-16

The Wellness Committee worked diligently in 2015-16 to provide consistent messaging and implementation from school to school, improve communication and training for administration and staff on the Wellness Policy, and generate more buy-in from principals, teachers and parents. The committee also hosted the first ever Wellness Logo Contest. The Nutrition Services Department created the Wellness Policy Resource Guide with the intent to provide District administrators, teachers, staff, parents, and volunteers with a compilation of resources, tips, and guidance to help promote the components of the TUSD Wellness Policy. There is a copy available at each school, as well as at [tusd.org/nutrition-services](http://tusd.org/nutrition-services).

The overarching goals of the Wellness Committee were to promote health and wellness, and to convey positive, consistent messages to all District students in accordance with current law. The committee wants to support our students and enable them to achieve more by learning healthy behaviors that will benefit them for the rest of their lives.

### School Year 2016-17

The Wellness Committee continued to provide consistent messaging and implementation from school to school. The major goal of the committee in 2016-2017 was to promote health and wellness through TUSD sponsored events. Also, the committee worked with the District to support the consideration of healthy products for school fundraising and school hosted events. The Wellness Committee participated in the first annual TUSD Family Wellness Resource Fair by hosting a booth. Some committee members also assisted in coordination of the fair by participating on the Fair Committee. The Wellness Committee met three times during the 2016-17 school year to review, update, and revise the TUSD Wellness Policy for the coming school year. In 2016, the USDA came out with a Final Rule regarding Local School Wellness Policies. The TUSD Wellness Policy has been updated to ensure compliance with the law and to meet the needs of the district based on feedback provided on the annual surveys.

### School Year 2017-18

The goals of the Wellness Committee are to continue to provide consistent messaging and implementation from school to school through training and resources, promote healthy fundraising options, establish committee leadership roles, and expand membership to new members throughout the district. The Nutrition Services Department will revamp the Wellness Policy Resource Guide with the intent to provide additional resources, tips, and guidance to help promote the components of the TUSD Wellness Policy. The committee has met five times during the school year, with its main focus on developing an action plan to implement health and wellness initiatives on school campuses throughout the district.

## TUSD Wellness Committee Members

### 2013-14 & 2014-15

<b>Leeza Lindsay, RD</b>	Assistant Director, Nutrition Services (Chair)
<b>Lynette Rock, SNS, RD</b>	Director, Nutrition Services
<b>Terry Ragins, MS, OTR</b>	Member, Board of Education
<b>Debora Hass, RN, M.Ed.</b>	District Nurse Specialist, North High School
<b>Jenna Gebel</b>	Health Resources Teacher, Calle Mayor Middle School
<b>Janet Tajii</b>	President, Torrance Council of PTAs
<b>Kristin J. Matsuda, Esq.</b>	Parent Docent, Healthy Ever After
<b>Candice Sainz</b>	Dairy Council of California, Community Nutrition Adviser
<b>Emily Parker, MS, RD</b>	Healthy Ever After Program Coordinator, Torrance Memorial Medical Center
<b>Helaine Lopes, Ph.D., ATC</b>	Healthy Ever After Program Coordinator, Torrance Memorial Medical Cntr.
<b>Karen Cayetano</b>	12 <sup>th</sup> Grade Student, ASB Commissioner of Activities, Torrance High School
<b>Chris Silver</b>	10 <sup>th</sup> Grade Student, Sophomore Class President, Torrance High School
<b>Lori Ikari, Med., ATC</b>	Health Teacher, Athletic Trainer, North High School
<b>Tina Gross</b>	Assistant Principal, Casimir Middle School
<b>Edna Schumacher</b>	Principal, Hickory Elementary

### 2015-16

<b>Leeza Lindsay, RD</b>	Director, Nutrition Services (Chair)
<b>Jillian McCann</b>	Assistant Director, Nutrition Services
<b>Terry Ragins, MS, OTR</b>	Member, Board of Education
<b>Heidi Allred, RN</b>	District Nurse Specialist, West High School
<b>Jenna Gebel</b>	Health Resources Teacher, Calle Mayor Middle School
<b>Janet Tajii</b>	Past President, Torrance Council of PTAs
<b>Kristin J. Matsuda, Esq.</b>	Parent Docent, Healthy Ever After
<b>Candice Sainz</b>	Dairy Council of California, Community Nutrition Adviser
<b>Debbie Mabry</b>	Principal, Fern Elementary
<b>Maral Horton</b>	5 <sup>th</sup> VP Health, Torrance Council of PTAs
<b>Sandra Skora</b>	Principal, Towers Elementary
<b>Michelle Vanlerberghe</b>	President, Torrance Council of PTAs
<b>Helaine Lopes, Ph.D., ATC</b>	Healthy Ever After Program Coordinator, Torrance Memorial Medical Cntr.
<b>Subin Cho</b>	10 <sup>th</sup> Grade Student, Sophomore Class President, Torrance High School
<b>Chris Silver</b>	11 <sup>th</sup> Grade Student, Torrance High School
<b>Lori Ikari, Med., ATC</b>	Health Teacher, Athletic Trainer, North High School
<b>Tina Gross</b>	Assistant Principal, Casimir Middle School
<b>Edna Schumacher</b>	Principal, Hickory Elementary
<b>Bobbie Wynhoff</b>	Principal, Walteria Elementary
<b>Lovvet Hollis, RN</b>	District Nurse, Casimir Middle School

### 2016-17

<b>Leeza Woodbury, RD</b>	Director, Nutrition Services (Chair)
<b>Jillian McCann, RD</b>	Assistant Director, Nutrition Services
<b>Terry Ragins, MS, OTR</b>	Member, Board of Education
<b>Heidi Allred, RN</b>	District Nurse Specialist, West High School
<b>Pam Metz</b>	Principal, West High School
<b>Kristin J. Matsuda, Esq.</b>	Parent Docent, Healthy Ever After
<b>Candice Sainz</b>	Dairy Council of California, Community Nutrition Adviser
<b>Debbie Mabry</b>	Principal, Fern Elementary
<b>Morgan Carey</b>	Dairy Council of California, Community Nutrition Adviser
<b>Michelle Vanlerberghe</b>	President, Torrance Council of PTAs

<b>Cindy Shields</b>	Torrance Council of PTAs
<b>Helaine Lopes, Ph.D., ATC</b>	Healthy Ever After Program Coordinator, Torrance Memorial Medical Cntr.
<b>Bobbie Wynhoff</b>	Principal, Walteria Elementary
<b>Lovvet Hollis, RN</b>	District Nurse, Casimir Middle School
<b>Melissa Skubik</b>	Enrollment & Student Services Tech, Family Welcome Enrollment Center

## 2017-18

<b>Kathleen Cole, RDN</b>	Assistant Director, Nutrition Services (Chair)
<b>Marc Milton</b>	Director, Nutrition Services (Co-Chair)
<b>Terry Ragins</b>	President, Board of Education
<b>Kristin J. Matsuda, Esq.</b>	Parent Docent, Healthy Ever After
<b>Candice Sainz</b>	Dairy Council of California, Community Nutrition Adviser
<b>Debbie Mabry</b>	Principal, Fern Elementary
<b>Dr. Kelly Joseph</b>	Principal, Torrance Elementary
<b>Susan Holmes</b>	Principal, Casimir Middle
<b>Karen Sfiligoi Bott</b>	Assistant Principal, North High
<b>Eric Spotts</b>	Assistant Principal, Torrance High
<b>Lynn Bedrosian</b>	Assistant Principal, Bert Lynn Middle
<b>Morgan Carey</b>	Dairy Council of California, Community Nutrition Adviser (Secretary)
<b>Cindy Shields</b>	Corresponding Secretary, Torrance Council of PTAs
<b>Helaine Lopes, Ph.D., ATC</b>	Healthy Ever After Program Coordinator, Torrance Memorial Medical Cntr.
<b>Bobbie Wynhoff</b>	Coordinator - Special Education
<b>Melissa Skubik</b>	Enrollment & Student Services Tech, Family Welcome Enrollment Center (Communications Chair)
<b>Nancy Gutierrez, MS</b>	Coordinator- Parent & Community Engagement, Homeless/Foster Liaison
<b>Jon Pearson, M.A., M.S.Ed</b>	Director of Student Services & Family Welcome Enrollment Center
<b>Donna Madden</b>	Instructor, Hamilton Adult School (Adult Literacy & HS Education)
<b>Kathy Fruth</b>	Teacher, Torrance Elementary
<b>Kristy Mar</b>	Teacher (Science), Hull Middle
<b>Carol Schreiner, M.Ed.</b>	APE Teacher, TUSD
<b>Rosie Javaid</b>	PTA President, Towers Elementary

## **Implementation, Evaluation, and Monitoring of the TUSD Wellness Policy**

The Superintendent shall designate one person within the District (Wellness Committee Chair), as well as each school's principal, to be charged with the operational responsibility to ensure that each school site complies with this policy. The District will develop and maintain a plan for implementation to manage and coordinate the execution of this policy.

The District will engage stakeholders, including but not limited to, students, parents, teachers, Nutrition Service professionals, school health professionals, the Board of Education, school administrators, physical education teachers, and other interested community members in developing, implementing, monitoring, and reviewing District-wide nutrition, health, wellness, and physical activity policies. Stakeholders will be solicited through various electronic and traditional posting methods, including but not limited to, Nutrition Services annual information letter, Nutrition Services website ([tusd.org/nutrition-services](http://tusd.org/nutrition-services)), or emails.

Annual training on this policy will be provided by the Superintendent or designee. Schools are to utilize this policy to develop their own internal procedures to ensure compliance with the TUSD Wellness Policy. Each school campus must follow the Wellness Policy, at minimum. ***Each principal has the ability to increase restrictions beyond the minimum requirements of this policy.***

The Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the District activities related to student wellness. Any curriculum used for instruction shall be Board approved, sequential, developmentally appropriate, medically accurate, and science-based or research-validated.

The Superintendent or designee shall assess the implementation and effectiveness of this policy every year. The evaluation process shall assess whether the issues identified in the policy are making a difference on student, parent, and staff awareness and to identify successes, as well as barriers to success. Each year, since the 2014-2015 school year, the evaluation forms must be filled out by the appropriate stakeholders in *Appendix A: School Site Annual Evaluation Form, Appendix B: Health Services Annual Evaluation Form, Appendix C: Parent and Volunteer Group Annual Evaluation Form, and Appendix D. Student Group Annual Evaluation Form.*

The evaluations shall include:

- The extent to which District schools are in compliance with this policy.
- A description of the progress made in attaining the goals of the TUSD Wellness Policy.
- An open invitation for any interested member of the public to join the Wellness Committee at any time.

**The Annual Evaluation Forms are to be turned into the Superintendent or designee by May 1<sup>st</sup> each year.**

The purpose of the Annual Evaluation Forms is to determine if the District is meeting the wellness goals set forth in this policy and determine particular areas of strength or weakness. Each year, the evaluation results shall be submitted to the Board for the purposes of assessing the policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus District resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the content and implementation of this policy and the evaluation results. Evaluation reports on the Wellness Policy will be shared with the public using the following channels of communication, including but not limited to, posting on the District website, and the Nutrition Services website and hard copies available upon request at the office of each school site.

The TUSD Wellness Policy is effective July 1, 2014. Initial revisions were made by the Wellness Policy Committee during the 2013-2014 school year.

The Wellness Committee will reconvene each year, and as requested by the Board to review and update the TUSD Wellness Policy. Meetings are held at least quarterly and also as needed to ensure compliance with the current laws and needs of the district.

# TUSD Wellness Policy

TUSD believes that all students should be educated in learning environments that are safe, drug-free, and conducive to learning. According to the Centers for Disease Control and Prevention, establishing healthy behaviors during childhood is easier than changing unhealthy behaviors during adulthood. TUSD believes schools play a critical role in promoting healthy and safe behaviors to help students establish lifelong, healthy behaviors. Improving student health and safety increases students' capacity to learn, reduces absenteeism, and improves physical fitness and mental alertness. TUSD is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity.

## School Health, Safety, and Environment

TUSD will continue to provide and promote a safe environment during the school day and during all school related functions.

### 1. Physical Environment, Health, & Safety

- Students will be taught campus safety rules. Infractions will be referred to the appropriate school employee promptly.
- School sites will monitor equipment/grounds and refer potential hazards for repair promptly.
- Staff will be informed of and follow safety regulations.
- School sites will promote a drug- and substance-free environment and will encourage making healthy choices at home and at school.
- School sites will enforce an "anti-bullying" policy and encourage social tolerance and respect for others.

### 2. Social/Psychological Health

- School sites will have a protocol in place for detection and referral of students who have potential for harm to self or others.
- In order to ensure that students have access to comprehensive health services and mental health services, the District will provide access or referrals to health services and mental health services at or near District schools and/or may provide referrals to community resources.

### 3. Health Services

The Health Services program is a critical means to improving both educational performance and the well-being of the students.

- Health Services staff shall be fully supportive of Wellness Policy regulations and promotion of health and wellness activities.
- Health Services will promote attendance by communicable disease surveillance, encouraging healthy habits and injury prevention.
- Health Services will provide local community resources for health care, health insurance, and health education, including low- and no-cost resources to students, their families, and staff.
- District Nurses will provide information on nutrition, respiratory management, disease prevention and detection, tobacco cessation, emotional wellness, and other health and wellness opportunities to students and staff, as requested.
- In addition to grade level mandated screenings (vision, hearing), District Nurses will provide other screenings (Blood Pressure, BMI, dental, height, and weight) to students as identified/needed.
- District Nurses will participate in community health information outreach activities [such as the TUSD District English Language Multi-Cultural Advisory Committee (DELMAC) Conference and the Torrance Memorial Medical Center (TMMC) Health Resource Fair].

### 4. Health Education

TUSD will continue to encourage health education to K-12 students designed to motivate and help students maintain and improve their health, prevent disease, and avoid health-related risk behaviors.

- Staff will strive to use a sequential health education curriculum that is consistent with state and federal standards for health education.
- TUSD should explore resources and grants for training and materials for K-12 health curriculum.
- Schools will be encouraged to provide educational events to support and teach healthy choices.

## Nutrition

### 1. Nutrition Services Department

Nutrition Services employs well-prepared staff that efficiently serve appealing choices of compliant, nutritious foods at breakfast, snack, and lunch time.

- To the maximum extent possible, all schools in our District will participate in available federal school meal programs.
- Applications for free and reduced-price meals are available to all families throughout the school year on the Nutrition Services website at [tusd.org/nutrition-services](https://tusd.org/nutrition-services).
- Qualified Child Nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the cultural diversity of the student body in meal planning; and school sites will provide a clean, safe, and pleasant setting in which to enjoy the meals, including adequate time and seating for all students to eat.
  - Schools are encouraged to permit all full-day students a daily lunch period of not less than 20 minutes.
  - A working link to the USDA website outlining the nutrition standards for school meals is provided here: <https://www.fns.usda.gov/school-meals/nutrition-standards-school-meals>
- The department offers appealing fresh fruits, vegetables, whole grains, and low-fat dairy products in portion sizes that will meet the caloric needs of the child.
  - Nutrition information for meals and a la carte items is made available on the Nutrition Services website at [tusd.org/nutrition-services](https://tusd.org/nutrition-services).
- The department will provide professional development for Nutrition Services staff throughout the school year on department and district policies.
- Nutrition Services staff will be regularly trained in food safety.
- Students and staff will have access to free, safe, and fresh drinking water throughout the school day. Drinking water fountains will be made available to students and staff throughout the school campus.
- Information for nutrition promotion will be provided to parents and students via the department website, in the cafeteria and on the menus.
  - The District will promote compliant, healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur by implementing evidence-based healthy food promotion techniques through school meal programs, such as the Smarter Lunchroom techniques (<https://www.smarterlunchrooms.org>). This promotion will use low or no-cost strategies to increase participation, improve consumption of healthy food, and reduce food waste.

### 2. Food and Nutrition Standards

- Each school ensures foods and beverages sold and served on school campus to students ***starting at midnight and up to one half hour after the school day***, including fundraisers, will promote optimal health and will meet or exceed state and federal guidelines (*Appendix E: Competitive Food Regulations Summary*).
  - Information regarding nutrition standards will be provided to parents by the District through various means, including but not limited to, nutrition education articles and updates posted on the district's website, presentations that focus on healthy lifestyles, and through any other appropriate means available to reach parents. Nutrition Services staff should be invited to speak or interact with parents during schools events, as requested.
- Each school will encourage fundraising efforts that support healthy eating by selling non-food items or foods that are low in fat, sodium and added sugars.
- Documentation of nutrition information for foods sold outside of Nutrition Services on school campus starting at midnight and up to one half hour after the school day shall be kept on file by the school at which the event occurs.

- Food safety and sanitation standards must be followed at all school-related events. Any persons handling food or utensils will: (*Refer to [www.foodsafety.gov](http://www.foodsafety.gov) for more details.*)
  - Wash their hands properly
  - Properly hold foods at correct temperatures: cold foods at or below 41 degrees Fahrenheit and hot foods at or above 135 degrees Fahrenheit
  - Clean and sanitize utensils and work surfaces
  - Not handle food or utensils when sick
  - Not handle foods with bare hands
- To comply with state and federal regulations, each school prohibits the marketing and advertising of noncompliant foods and beverages through signage, posters, menu boards, coolers, trashcans, other foodservice equipment, as well as cups for beverage dispensing, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, free giveaways, or other means (*Appendix E: Competitive Food Regulations Summary*).
- Schools will encourage non-food rewards for recognition of classroom success and achievement.
- Classroom celebrations involving food are limited to no more than four celebrations per year for K-12. Classroom celebrations involving food for kindergarten through 5<sup>th</sup> grade (K-5) must occur after the last lunch period. Classroom celebrations involving food may occur throughout the school day for grades 6 through 12 (6-12). Foods and beverages provided for these classroom celebrations will meet or exceed state and federal regulations that pertain to Nutrition Services (*Appendix E: Competitive Food Regulations Summary*).
- Homemade foods will not be allowed for students during the school day. This does not apply to students' lunches and snacks brought from home for individual consumption.

### 3. Nutrition Education

- Students will receive nutrition education that fosters the adoption and maintenance of healthy eating behaviors.
- The district's nutrition education program shall be evidence-based and consistent with the expectations established in the state and federal curriculum frameworks, learning objectives and content standards, and shall be designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.
- Nutrition education shall be provided as part of a sequential health education program in grades K-12 and, as appropriate, shall be integrated into other academic subjects in the regular educational program. Nutrition education may be offered through before- and after-school programs.

## **Physical Education and Physical Activity**

The primary goals for the district's physical education and physical activity components are to provide opportunities for every student to develop the concepts, knowledge and skills for age-appropriate physical activity; maintain physical fitness; regularly participate in physical activity; and understand the short- and long-term benefits of a physically active and healthy lifestyle.

### 1. Physical Education (PE) Standards

Below are the Education Code (EC) requirements for minutes of physical education for grades one through twelve (1-12).

- *Students in grades one through six, inclusive, must be provided with physical education instruction with an "emphasis upon the physical activities for the pupils that may be conducive to health and vigor of body and mind, for a total period of time of not less than 200 minutes each ten schooldays, exclusive of recesses and the lunch period" (EC Section 51210[g]).*
- *Middle School/High School Minutes: Notwithstanding EC Section 51223, "All pupils, except pupils excused or exempted pursuant to EC Section 51241, shall be required to attend upon the courses of physical education for a total period of time of not less than 400 minutes each ten schooldays" (EC Section 51222[a]).*
- *The minimum requirement for graduation is two courses in physical education. "Commencing with the 1988-89 school year, no pupil shall receive a diploma of graduation from high school who, while in grades nine to twelve, inclusive, has not completed . . ." (EC Section 51225.3[a])*

*“two courses in physical education, unless the pupil has been exempted pursuant to the provisions of this code” (EC Section 51225.3[a][1][F]).*

Information was extracted from the California Department of Education’s FAQ page, which can be found at <http://www.cde.ca.gov/pd/ca/pe/physeducfaqs.asp>

For more information on Physical Education and Health Education, please visit: PE Framework (2009): <http://www.cde.ca.gov/ci/cr/cf/documents/peframework2009.pdf> OR Health Framework (2003): <http://www.cde.ca.gov/ci/cr/cf/documents/healthfw.pdf>

TUSD PE curriculum will follow the California State Physical Education K-12 Standards.

- Students in grades one through six (1-6) will participate in moderate to vigorous PE per Education Code.
- Students in middle and high school will participate in moderate to vigorous PE through PE or interscholastic activities per Education Code.
- Students in grades nine through twelve (9-12) should be provided with the opportunity to participate in intramural or interscholastic activities.
- The district’s PE program shall be consistent with the expectations established in the state’s curriculum frameworks and content standards and, as appropriate, shall be integrated into other academic subjects.
- The district’s comprehensive, standards-based PE curriculum identifies the progression of skill development in grades K-12. PE curriculum revisions will follow a formally established periodic review cycle congruent to other academic subjects. *(Refer to BP 6142.7 for more details on the district’s policy on physical education and activity.)*
- PE will enable students to acquire the knowledge and skills necessary to maintain physical fitness, and participate in physical activities which result in healthy lifestyle choices.
- Physical Fitness Tests will be administered in fifth, seventh, and ninth grade. Students will be encouraged to maintain age and grade level physical fitness levels. Parents are notified of student results.

## 2. PE and Physical Activity Goals

Schools should provide all students, K-12, with the opportunity, support, and encouragement to be physically active on a regular basis through PE instruction and physical activity programs.

- A comprehensive physical activity program encompasses a variety of opportunities for students to maximize physical activity, including but not limited to: PE, recess, health education that includes physical activity as a main component, special programs (Jump for Heart, Live Well Program, Mileage Club, Elementary Track Meet, JROTC, Relay for Life, Walk and Jog-a-thons), athletic programs, and intramural or interscholastic activities (High School).
- PE is delivered by well-prepared and well-supported staff.
- Current and scientifically accurate PE content is integrated into before- and after-school programs and classroom instruction.
- Professional preparation and/or ongoing professional development is provided for District teachers related to PE and physical activity.
- Physical activity programs will be carried out in safe environments that reflect respect for body-size differences and varying skill level.
- PE/physical activity should not be used for disciplinary purposes. Alternative disciplinary measures are encouraged in lieu of withholding PE, physical activity or recess.
- Schools will encourage family and community members to support programs outside of the school that promote a healthy and active lifestyle. Signage will be posted and information sent home regarding physical activity opportunities.
- The Board also encourages TUSD Administration, teachers, and staff will model healthy physical activity behaviors.

## **Family, Staff, and Community Involvement**

The Superintendent or designee shall implement strategies for promoting staff wellness and for involving parents/guardians and the community in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

- Staff shall model healthy behaviors.
- An Employee Assistance Program (EAP) is available for TUSD staff [*Appendix F: TUSD Staff Employee Assistance Program (EAP) Flyer*].
- The community and students' families are encouraged to promote a healthy lifestyle for students. Community-based partnerships can help promote these behaviors through health promotion materials, lessons, and community activities.

## Appendix A. School Site Annual Evaluation Form

The purpose of this evaluation is to determine if the District is meeting the wellness goals set forth in the TUSD Wellness Policy and to determine particular areas of strength or weakness. This evaluation must be completed annually **by an Administrator and a teacher (or designee) at each school site** and returned to the Superintendent or designee by May 1<sup>st</sup> of each year.

Please include as many additional comments as possible, as the Wellness Committee and the Board would like to take note of best practices among the schools.

*For items marked "Needs Improvement", you must include a comment next to each question as to why you did not meet this goal and/or what you plan to do next year to accomplish this goal. (Examples: funding, man power, support/resources needed, etc).*

If you have any questions regarding filling out this survey, you can contact the Wellness Committee Chair at [wellnesspolicy@tusd.org](mailto:wellnesspolicy@tusd.org).

*Responses for the following questions could be one of the following choices: Needs Improvement, Meets, or Exceeds (unless otherwise indicated).*

### **Overview**

1. Your school promotes a healthy lifestyle to your staff, students, and parents.
2. The programs and/or activities provided by your school set your school at or above the standards of the TUSD Wellness Policy.
3. Were you aware of the TUSD Wellness Policy before you filled out this evaluation form? (Circle the response that best reflects your opinion). No      Somewhat – I've only heard of it      Yes
4. Additional comments on how your school site promotes health and wellness: \_\_\_\_\_

### **School Health, Safety and Environment (page 9)**

1. School site is monitored for potential hazards.
2. Students are taught campus safety rules.
3. An "anti-bullying" policy is enforced.
4. Healthy habits and injury prevention for staff and students are promoted at your school site.
5. A drug- and substance-free environment is promoted.
6. Your school encourages events that promote and support a healthy lifestyle.
7. Grants and other resources are researched and implemented for training and materials for health curriculum, outside of standard funding given to your school.
8. Additional comments on your school site's school health, safety and environment: \_\_\_\_\_

### **Nutrition (page 10-11)**

#### *Nutrition Services Department*

1. Cafeteria staff are well-prepared and efficiently serve meals to your students.
2. Fresh, safe, free drinking water is available to students on campus.

#### *Food and Nutrition Standards*

3. Each school ensures foods and beverages sold and served on school campus to students starting at midnight and up to one half hour after the school day will comply with the California Education Code and California Code of Regulations. (See Appendix E)
4. Documentation of nutrition information for foods sold outside of Nutrition Services on school campus during the school day are kept on file by the school at which the event occurs.
5. Food safety and sanitation standards are followed at all school-related events (i.e. cafeteria, class celebrations, fundraisers, athletic events, etc).
6. Marketing and advertising of noncompliant foods and beverages is not permitted on school campus.
7. Fundraising efforts support healthy eating by selling non-food items or foods that are low in fat, sodium and added sugars.
8. Non-food rewards are encouraged for student achievement.
9. Classroom celebrations involving food are limited to no more than four celebrations per year.

10. Classroom celebrations involving food meet or exceed the California Education Code and California Code of Regulations. (See Appendix E)

11. Classroom celebrations involving food for kindergarten through 5<sup>th</sup> grade (K-5) occur after the last lunch period.

*Nutrition Education*

12. Nutrition education is provided as part of a sequential health education program and is integrated into other academic subjects.

13. Additional comments on foods and beverages available on campus and nutrition education: \_\_\_\_\_

**Physical Education and Physical Activity (page 11-12)**

1. Your school provides all students with the opportunity to be physically active on a regular basis through physical education instruction and physical activity programs.

2. The physical education curriculum at your school follows the California Education Code requirements.

3. Physical education/activity is not used for disciplinary purposes.

4. Physical education is delivered by well-prepared and well-supported staff.

5. Additional comments your school site's physical activity and physical education: \_\_\_\_\_

**Family, Staff and Community Involvement (page 13)**

1. The school community, parents, teachers, and staff encourage a healthy lifestyle for students.

2. Teachers and staff model healthy behaviors.

3. Additional comments on how your school site involves community, staff and teachers in student wellness: \_\_\_\_\_

Please check the box if interested in joining the TUSD Wellness Committee.

*\*Individual data will be collated and reported as a summary to the Board. Follow-up questions may be asked in response to this survey, but specific names will not be mentioned in our results.*

## Appendix B. **Health Services Annual Evaluation Form**

The purpose of this evaluation is to determine if Health Services is meeting the wellness goals set forth in the TUSD Wellness Policy and determine particular areas of strength or weakness. This evaluation must be completed annually **by the District Nurse for each school site they are assigned** and returned to the Superintendent or designee by May 1<sup>st</sup> of each year.

Please include as many additional comments as possible, as the Wellness Committee and the Board would like to take note of best practices among the schools.

*For items marked "Needs Improvement", you must include a comment next to each question as to why you did not meet this goal and/or what you plan to do next year to accomplish this goal. (Examples: funding, man power, support/resources needed, etc).*

If you have any questions regarding filling out this survey, you can contact the Wellness Committee Chair at [wellnesspolicy@tusd.org](mailto:wellnesspolicy@tusd.org).

*Responses for the following questions could be one of the following choices: Needs Improvement, Meets, or Exceeds (unless otherwise indicated).*

### **Health Services (page 9)**

1. The District Nurses review and support the TUSD Wellness Policy.
2. The District Nurses review and support the TUSD Board Policy and protocols related to Health Services.
3. The District Nurses review the policies and protocols related to Health Services staff (LVNs, Health Service Technicians, and Health Assistants) as needed.
4. District Nurses educate Health Services staff regarding TUSD protocol and local public health communicable disease control policies.
5. LVNs, Health Services Technicians, and Health Assistants refer students and staff to District Nurses who require information or assistance with nutrition, respiratory management, disease prevention/detection, tobacco cessation, and emotional wellness.
6. The District Nurses act on referrals and opportunities to provide health information to staff and students regarding nutrition, respiratory management, tobacco cessation, disease prevention and detection, and emotional wellness, as requested.
7. District Nurses provide non-mandated screenings for students as indicated, notifying parents/guardians of failed screenings and follow up on referrals. Families whose primary language is Korean, Japanese, or Spanish are provided with the appropriate translation for referral(s).
8. District Nurses act upon opportunities to provide voluntary health screenings to staff as requested.
9. District Nurses maintain a current (updated at least annually) list of low/no cost health care resources and low/no cost health insurance in English and the other languages identified by the District (Korean, Japanese and Spanish).
10. Health Services staff and District Nurses respond to information obtained from annual TUSD Health History forms to identify students and their families who need health insurance, and distribute health care and insurance information to these and other identified families.
11. District Nurses participate in community health information outreach activities [such as the TUSD District English Language Multi-Cultural Advisory Committee (DELMAC) Conference and the Torrance Memorial Medical Center (TMMC) Health Resource Fair].
12. Were you aware of the TUSD Wellness Policy before you filled out this evaluation form? (Circle the response that best reflects your opinion). No    Somewhat – I've only heard of it    Yes
13. Additional comments on how Health Services promotes health and wellness: \_\_\_\_\_

Please check the box if interested in joining the TUSD Wellness Committee.

*\*Individual data will be collated and reported as a summary to the Board. Follow-up questions may be asked in response to this survey, but specific names will not be mentioned in our results.*

## Appendix C. **Parent and Volunteer Group Annual Evaluation Form**

The purpose of this evaluation is to determine if Parent and Volunteer groups on school campus are meeting the wellness goals set forth in the TUSD Wellness Policy and determine particular areas of strength or weakness. Each year a report of the results will be compiled and submitted for the Board to review. This evaluation may be completed annually **by the PTA, Alliance, English Language Multicultural Advisory Committee, booster groups, the School Site Council, and other volunteer groups** and returned to the Superintendent or designee by May 1<sup>st</sup> of each year. *(Groups not specifically listed are encouraged to complete and submit this evaluation form.)*

Please include as many additional comments as possible, as the Wellness Committee and the Board would like to take note of best practices among the schools.

*For items marked "Needs Improvement", you are encouraged to include a comment next to each question as to why you did not meet this goal and/or what you plan to do next year to accomplish this goal. (Examples: funding, man power, support/resources needed, etc).*

If you have any questions regarding filling out this survey, you can contact the Wellness Committee Chair at [wellnesspolicy@tusd.org](mailto:wellnesspolicy@tusd.org).

*Responses for the following questions could be one of the following choices: Needs Improvement, Meets, or Exceeds (unless otherwise indicated).*

### **Parent and Volunteer Groups**

1. The Parent/Volunteer group at your school promotes health and wellness to students by incorporating physical activity into programs, fundraisers, events, or other school-related functions.
2. Each school ensures foods and beverages sold and served on school campus to students starting at midnight and up to one half hour after the school day will comply with the California Education Code and California Code of Regulations. (See Appendix E)
3. Food safety and sanitation standards are followed when foods are served at all school-related events (i.e. class celebrations, fundraisers, athletic events, etc).
4. Efforts are made to coordinate with Nutrition Services whenever serving/selling food on campus during the school day and up to 30 minutes after school ends.
5. How confident does the Parent/Volunteer group at your school feel about meeting the nutrition standards set forth in the TUSD Wellness Policy?
6. Were you aware of the TUSD Wellness Policy before you filled out this evaluation form? (Circle the response that best reflects your opinion). No Somewhat – I've only heard of it Yes
7. Please list any fundraisers or other events that the Parent/Volunteer group hosts that promote healthy behaviors (related to nutrition, physical activity, etc.) to our students. Please share any best practices. \_\_\_\_\_
8. Additional comments on how the Parent/Volunteer group at your school promotes health and wellness: \_\_\_\_\_

Please check the box if interested in joining the TUSD Wellness Committee.

*\*Individual data will be collated and reported as a summary to the Board. Follow-up questions may be asked in response to this survey, but specific names will not be mentioned in our results.*

## Appendix D. Student Group Annual Evaluation Form

The purpose of this evaluation is to determine if the District is meeting the wellness goals set forth in the TUSD Wellness Policy and determine particular areas of strength or weakness. For the questions below, please mark the answer that applies to your school as a whole. Questions specific to the Student Council or ASB will be noted. This evaluation must be completed annually **by all Student Council Officers for Elementary (or designated group) and all ASB Officers for Middle Schools and High Schools** and returned to the Superintendent or designee by May 1<sup>st</sup> of each year. Please have at least 1 student group on your campus fill out the survey. If you do not have a leadership club on your campus, you may pick whichever club or class you feel is most appropriate.

Please include as many additional comments as possible, as the Wellness Committee and the Board would like to take note of best practices among the schools.

*For items marked "Needs Improvement", you are encouraged to include a comment next to each question as to why you did not meet this goal and/or what you plan to do next year to accomplish this goal. (Examples: funding, man power, support/resources needed, etc).*

If you have any questions regarding filling out this survey, you can contact the Wellness Committee Chair at [wellnesspolicy@tusd.org](mailto:wellnesspolicy@tusd.org).

*Responses for the following questions could be one of the following choices: Needs Improvement, Meets, or Exceeds (unless otherwise indicated).*

### **Student Council and ASB Officers**

1. Your school promotes safety on campus.
2. Your school promotes a drug- and substance-free environment.
3. Your school enforces an "anti-bullying" policy on campus.
4. Your school promotes a healthy lifestyle (healthy eating, physical activity, etc.).
5. Food and beverages sold and served to students on your school's campus from midnight and up to one half hour after the school day are healthy.
6. Marketing and advertising of noncompliant foods and beverages is not permitted on school campus.
7. Food safety and sanitation standards are followed at all school-related events (i.e. cafeteria, class celebrations, fundraisers, athletic events, etc).
8. Classroom celebrations involving food at your school are limited to no more than four celebrations per year.
9. Classroom celebrations involving food are healthy.
10. Nutrition education is provided to students and is included into other academic subjects (math, science, English, etc).
11. Your school provides all students with the opportunity to be physically active on a regular basis through physical education instruction and physical activity programs.
12. Physical education is taught by well-prepared staff.
13. Teachers and staff model healthy behaviors while at school.
14. How confident is your Student Council/ASB class at your school about following and understanding the nutrition standards in the TUSD Wellness Policy?  
(Circle the response that best reflects your opinion). Not at all Confident    Confident    Very Confident
15. Were you aware of the TUSD Wellness Policy before you filled out this evaluation form? (Circle the response that best reflects your opinion).    No    Somewhat – I've only heard of it    Yes
16. If you answered "yes" to Question 14, how were you informed about the Wellness Policy?  
Teacher    Parent or Friend    Other
17. Please list any fundraisers or other events that the Student Council/ASB at your school hosted that promote healthy behaviors (related to nutrition, physical activity, etc.). \_\_\_\_\_
18. What is your favorite health-related event that your school has hosted this year? \_\_\_\_\_

*\*Individual data will be collated and reported as a summary to the Board. Follow-up questions may be asked in response to this survey, but specific names will not be mentioned in our results.*

**QUICK REFERENCE CARDS****ELEMENTARY SCHOOL-FOOD RESTRICTIONS**

References: *Education Code* sections 49430, 49431, 49431.7; *California Code of Regulations* sections 15575, 15577, 15578; *Code of Federal Regulations* sections 210.11, 220.12

An **elementary school** contains no grade higher than grade 6.

**Effective** from midnight to one-half hour after the end of the official school day.

**Applies to ALL** foods sold to students by any entity.

**Sold** means the exchange of food for money, coupons, vouchers, or order forms, when any part of the exchange occurs on a school campus.

**Compliant foods**

**Must meet one of the following general food standards:**

- Be a fruit, vegetable, dairy, protein, or whole grain item\* (or have one of these as the first ingredient), or
- Be a combination food containing at least ¼ cup fruit or vegetable.

**AND must meet the following nutrition standards:**

- ≤ 35% calories from fat (except nuts, seeds, reduced-fat cheese or part skim mozzarella, dried fruit and nut/seed combo, fruit, non-fried vegetables, seafood), **and**
- < 10% calories from saturated fat (except nuts, seeds, reduced-fat cheese or part skim mozzarella, dried fruit and nut/seed combo), **and**
- ≤ 35% sugar by weight (except fruit\*\*, non-fried vegetables, dried fruit and nut/seed combo), **and**
- < 0.5 grams trans fat per serving (no exceptions), **and**
- ≤ 200 milligrams sodium per item/container (no exceptions), **and**
- ≤ 200 calories per item/container (no exceptions)

**Paired foods:**

- If exempt food(s) are combined with nonexempt food(s) or added fat/sugar they must meet ALL nutrition standards above.
- If two foods exempt from one or more of the nutrition standards are paired together and sold as a single item, the item must meet for trans fat, sodium, and calories.

\* A whole grain item contains:

- The statement “Diets rich in whole grain foods... and low in total fat... may help reduce the risk of heart disease...,” **or**
- A whole grain as the first ingredient, **or**
- A combination of whole grain ingredients comprising at least 51% of the total grain weight (manufacturer must verify), **or**
- At least 51% whole grain by weight.

\*\* Dried blueberries, cranberries, cherries, tropical fruit, chopped dates, or chopped figs that contain added sugar are exempt from fat and sugar standards. Canned fruit in 100% juice only.

**CHECK YOUR DISTRICT’S WELLNESS POLICY FOR STRICTER RULES.**

**Groups or individuals selling foods/beverages to students must keep their own records as proof of compliance.**

**ELEMENTARY SCHOOL-BEVERAGE RESTRICTIONS**

References: *Education Code* Section 49431.5, *California Code of Regulations* Section 15576, *Code of Federal Regulations* sections 210.10, 210.11, 220.8, 220.12

An **elementary school** contains no grade higher than grade 6.

**Effective** from midnight to one-half hour after the end of the official school day.

**Applies to ALL** beverages sold to students by any entity.

**Sold** means the exchange of beverages for money, coupons, vouchers, or order forms, when any part of the exchange occurs on a school campus.

**A compliant beverage must be marketed or labeled as a fruit and/or vegetable juice, milk, non-dairy milk, or water AND meet all criteria under that specific category.**

**Compliant beverages:**

1. Fruit or Vegetable juice:
  - a. ≥ 50% juice **and**
  - b. No added sweeteners
  - c. ≤ 8 fl. oz. serving size
2. Milk:
  - a. Cow’s or goat’s milk, **and**
  - b. 1% (unflavored), nonfat (flavored, unflavored), **and**
  - c. Contains Vitamins A & D, **and**
  - d. ≥ 25% of the calcium Daily Value per 8 fl. oz., **and**
  - e. ≤ 28 grams of total sugar per 8 fl. oz.
  - f. ≤ 8 fl. oz. serving size
3. Non-dairy milk:
  - a. Nutritionally equivalent to milk (see 7 *CFR* 210.10(d)(3), 220.8(i)(3)), must contain per 8 fl. oz.:
    - ≥ 276 mg calcium
    - ≥ 8 g protein
    - ≥ 500 IU Vit A
    - ≥ 100 IU Vit D
    - ≥ 24 mg magnesium
    - ≥ 222 mg phosphorus
    - ≥ 349 mg potassium
    - ≥ 0.44 mg riboflavin
    - ≥ 1.1 mcg Vit B12, **and**
  - b. ≤ 28 grams of total sugar per 8 fl. oz., **and**
  - c. ≤ 5 grams fat per 8 fl. oz.
  - d. ≤ 8 fl. oz. serving size
4. Water:
  - a. No added sweeteners
  - b. No serving size

All beverages must be caffeine-free (trace amounts are allowable).

**ELEMENTARY SCHOOL-STUDENT ORGANIZATIONS**

Reference: *California Code of Regulations* Section 15500

**Student organization** is defined as a group of students that are NOT associated with the curricula or academics of the school or district.

**Effective** from midnight to one-half hour after the end of the official school day.

Student organization sales must comply with all food and beverage standards **AND all of the following:**

1. Only **one food or beverage item** per sale.
2. The food or beverage item must be **pre-approved** by the **governing board** of the school district.
3. The sale must occur **after the last lunch period** has ended.
4. The food or beverage item **cannot be prepared on campus**.
5. Each school is allowed **four sales** per year.
6. The food or beverage item cannot be the same item **sold in the food service program** at that school during the same school day.

**MIDDLE/HIGH SCHOOL-FOOD RESTRICTIONS**

References: *Education Code* sections 49430, 49431.2, 49431.7, *California Code of Regulations* sections 15575, 15577, 15578, *Code of Federal Regulations* sections 210.11, 220.12

A **middle/junior high** contains grades 7 or 8, 7 to 9, 7 to 10.

A **high school** contains any of grades 10 to 12.

**Effective** from midnight to one-half hour after the end of the official school day.

**Applies** to ALL foods sold to students by any entity.

**Sold** means the exchange of food for money, coupons, vouchers, or order forms, when any part of the exchange occurs on a school campus.

“Snack” foods must meet one of the following general food standards:

- Be a fruit, vegetable, dairy, protein, or whole grain item\* (or have one of these as the first ingredient), or
- Be a combination food containing at least ¼ cup fruit or vegetable.

**AND must meet the following nutrition standards:**

- ≤ 35% calories from fat (except nuts, seeds, reduced-fat cheese or part skim mozzarella, dried fruit and nut/seed combo, fruit, non-fried vegetables, seafood), **and**
- < 10% calories from saturated fat (except nuts, seeds, reduced-fat cheese or part skim mozzarella, dried fruit and nut/seed combo), **and**
- ≤ 35% sugar by weight (except fruit\*\*, non-fried vegetables, dried fruit and nut/seed combo), **and**
- < 0.5 grams trans fat per serving (no exceptions), **and**
- ≤ 200 milligrams sodium per item/container (no exceptions), **and**
- ≤ 200 calories per item/container (no exceptions)

**Paired foods:**

- If exempt food(s) are combined with nonexempt food(s) or added fat/sugar they must meet ALL nutrition standards above.
- If two foods exempt from one or more of the nutrition standards are paired together and sold as a single item, the item must meet for trans fat, sodium, and calories.

“Entrée” foods must be intended as the main dish and be a:

- Meat/meat alternate and whole grain rich food, **or**
- Meat/meat alternate and fruit or non-fried vegetable, **or**
- Meat/meat alternate alone (cannot be yogurt, cheese, nuts, seeds, or meat snacks = these are considered a “snack” food).

**AND**

A competitive entrée **sold by District/School Food Service the day of or the day after** it appears on the reimbursable meal program menu must be:

- ≤ 400 calories, **and**
- ≤ 35% calories from fat
- < 0.5 grams trans fat per serving

A competitive entrée **sold by Food Service if NOT on the menu the day of or day after or any other entity (PTA, student organization, etc.)** must meet one of the following general food standards:

- Be a fruit, vegetable, dairy, protein, or whole grain item (or have one of these as the first ingredient), **or**
- Be a combination food containing at least ¼ cup fruit or vegetable

**AND meet the following nutrition standards:**

- ≤ 35% calories from fat, **and**
- < 10% calories from saturated fat, **and**
- ≤ 35% sugar by weight, **and**
- < 0.5 grams trans fat per serving, **and**
- ≤ 480 milligrams sodium, **and**
- ≤ 350 calories

\* A whole grain item contains:

- The statement “Diets rich in whole grain foods... and low in total fat... may help reduce the risk of heart disease...” **or**
- A whole grain as the first ingredient, **or**
- A combination of whole grain ingredients comprising at least 51% of the total grain weight (manufacturer must verify), **or**
- At least 51% whole grain by weight.

\*\* Dried blueberries cranberries, cherries, tropical fruit, chopped dates, or chopped figs that contain added sugar are exempt from fat and sugar standards. Canned fruit in 100% juice only.

**CHECK YOUR DISTRICT’S WELLNESS POLICY FOR STRICTER RULES.**

**Groups or individuals selling foods/beverages to students must keep their own records as proof of compliance.**

**MIDDLE/HIGH SCHOOL-BEVERAGE RESTRICTIONS**

References: *Education Code* Section 49431.5, *California Code of Regulations* Section 15576, *Code of Federal Regulations* sections 210.10, 210.11, 220.8, 220.12

A **middle/junior high** contains grades 7 or 8, 7 to 9, 7 to 10.

A **high school** contains any of grades 10 to 12.

**Effective** from midnight to one-half hour after the end of the official school day.

**Applies** to ALL beverages sold to students by any entity.

**Sold** means the exchange of beverages for money, coupons, vouchers, or order forms, when any part of the exchange occurs on a school campus.

**A compliant beverage must be marketed or labeled as a fruit and/or vegetable juice, milk, non-dairy milk, water, electrolyte replacement beverage/sports drink, or flavored water AND meet all criteria under that specific category.**

**Compliant beverages:**

1. Fruit or Vegetable juice:
  - a. ≥ 50% juice **and**
  - b. No added sweeteners
  - c. ≤ 12 fl. oz. serving size
2. Milk:
  - a. Cow’s or goat’s milk, **and**
  - b. 1% (unflavored), nonfat (flavored, unflavored), **and**
  - c. Contains Vitamins A & D, **and**
  - d. ≥ 25% of the calcium Daily Value per 8 fl. oz., **and**
  - e. ≤ 28 grams of total sugar per 8 fl. oz.
  - f. ≤ 12 fl. oz. serving size
3. Non-dairy milk:
  - a. Nutritionally equivalent to milk (see 7 CFR 210.10(d)(3), 220.8(i)(3)), **and**
  - b. ≤ 28 grams of total sugar per 8 fl. oz., **and**
  - c. ≤ 5 grams fat per 8 fl. oz.
  - d. ≤ 12 fl. oz. serving size
4. Water:
  - a. No added sweeteners
  - b. No serving size limit
5. Electrolyte Replacement Beverages (**HIGH SCHOOLS ONLY**)
  - a. Must be either ≤ 5 calories/8 fl. oz. (no calorie) OR ≤ 40 calories/8 fl. oz. (low calorie)
  - b. Water as first ingredient
  - c. ≤ 16.8 grams added sweetener/8 fl. oz.
  - d. 10-150 mg sodium/8 fl. oz.
  - e. 10-90 mg potassium/8 fl. oz.
  - f. No added caffeine
  - g. ≤ 20 fl. oz. serving size (no calorie) OR ≤ 12 fl. oz. serving size (low calorie)
6. Flavored Water (**HIGH SCHOOLS ONLY**)
  - a. Must be either ≤ 5 calories/8 fl. oz. (no calorie) OR ≤ 40 calories/8 fl. oz. (low calorie)
  - b. No added sweetener
  - c. No added caffeine
  - d. ≤ 20 fl. oz. serving size (no calorie) OR ≤ 12 fl. oz. serving size (low calorie)

All beverages must be caffeine-free (trace amounts are allowable).

**MIDDLE/HIGH SCHOOL-STUDENT ORGANIZATIONS**

Reference: *California Code of Regulations* Section 15501

**Student organization** is defined as a group of students that are NOT associated with the curricula or academics of the school or district.

**Effective** from midnight to one-half hour after the end of the official school day.

Student organization sales must comply with all food and beverage standards **AND all** of the following:

1. Up to **three categories** of foods or beverages *may* be sold each day (e.g., chips, sandwiches, juices, etc.).
2. Food or beverage item(s) must be **pre-approved** by the governing board of the school district.
3. Only **one student organization** is allowed to sell each day.
4. Food(s) or beverage(s) **cannot** be **prepared on campus**.
5. The food or beverage categories sold **cannot** be the same as the categories **sold in the food service program** at that school during the same school day.
6. In addition to one student organization sale each day, any and **all student organizations** may sell on the **same four designated days** per year. School administration may set these dates.



### HOW CAN THE EAP HELP YOU?

Call the EAP for guidance and support managing work and life, including:

- achieving personal goals
- finding care for an aging relative
- sorting through legal matters
- resolving conflicts
- improving health such as weight loss, stress management or quitting smoking
- planning for a strong financial future
- strengthening relationships
- improving communication skills
- planning for life events such as a marriage or birth of a child

### YOUR EMPLOYEE ASSISTANCE PROGRAM

Resources, referral and support services for personal success:

- work/life balance
- fulfilling relationships
- achieving personal goals
- healthy living
- financial stability
- resilience
- managing life events
- recovery

### YOUR EMPLOYEE ASSISTANCE PROGRAM

Call for confidential support or information any time, day or night.



1-800-662-7241  
www.myachieve.com

# Employee Assistance Program

Confidential support for work and life



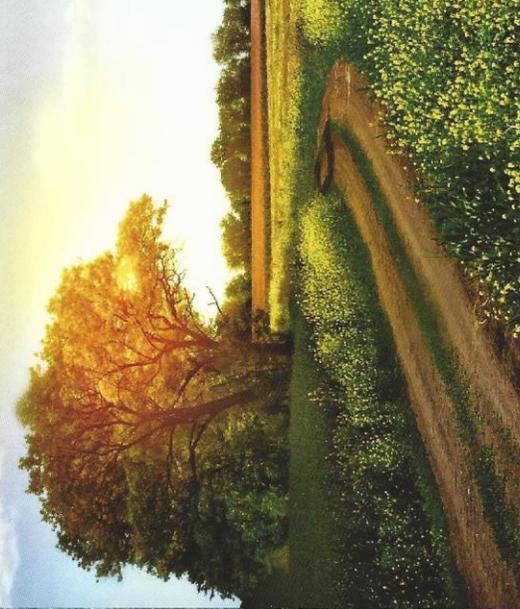
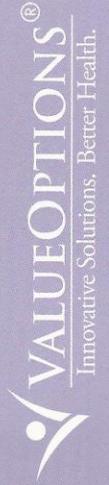
#### Privacy is a Priority

The EAP upholds strict confidentiality standards. Your personal information is kept confidential in accordance with federal and state laws. No one will know you have accessed the program services unless you specifically grant permission or express a concern that presents a legal obligation to release information (for example, if it is believed you are a danger to yourself or to others).

(800) 662-7241

To access Achieve Solutions®, go to:  
www.myachieve.com

*This brochure is for informational purposes only and does not guarantee eligibility for program services. ValueOptions' services do not replace regular medical care. In an emergency, seek help immediately.*



## BENEFITS OF THE EAP INCLUDE:

### COUNSELING SERVICES

Talk one-on-one with an experienced, licensed counselor for support with stress management, strengthening relationships, work/life balance, grief and loss, and more. You can access a counselor face-to-face, online or by phone—whichever is most convenient for you. As with all EAP services, your conversation will be strictly confidential.

### LEGAL SERVICES

Legal support for:

- divorce
- landlord and tenant issues
- real estate transactions
- wills and power of attorney
- civil lawsuits and contracts
- identity theft recovery

### FINANCIAL SERVICES

Talk to a financial coach for guidance on:

- saving for college
- debt consolidation
- mortgage issues
- estate planning
- general tax questions
- retirement planning
- family budgeting

### ONLINE RESOURCES

Visit the Achieve Solutions® website to access articles and tools such as videos, calculators and quizzes to help you improve your health and manage life events. You can also search for service providers in your area. The site is available in English and Spanish. Topics include:

- depression
- strengthening marriage and relationships
- stress management
- anxiety
- conflict management
- weight management
- communication

**Life is busy.** When you need more resources to manage it all, our employee assistance program (EAP) professionals can help. The EAP provides information, guidance and support to help you and your family reach your personal and professional goals, manage daily stresses and develop fulfilling relationships.

### The EAP is here to help

You don't have to handle your concerns on your own. It's OK to ask for assistance. In fact, seeking help early enables you to take immediate control of your situation and can prevent small issues from turning into big problems. EAP counselors are available 24 hours a day, 7 days a week. Whether your concern is big or small, don't hesitate to call.

## HOW THE EAP WORKS

- **Access is easy and there's no cost to you.** Whether the issue is large or small, simply go online or call the toll-free phone number on this brochure any time, day or night.
- **Staffed by professionals.** EAP professionals are highly trained and qualified. The information you receive is accurate, up to date and relevant to your particular circumstances.
- **Your call is private.** Your personal information is kept confidential in accordance with federal and state laws.

**YOUR EMPLOYEE ASSISTANCE PROGRAM**  
Call for confidential support or information  
any time, day or night.



**1-800-662-7241**  
[www.myachieve.com](http://www.myachieve.com)

## YOUR EMPLOYEE ASSISTANCE PROGRAM

Resources, referral and support services for personal success:

- work/life balance
- fulfilling relationships
- achieving personal goals
- healthy living
- financial stability
- resilience
- managing life events
- recovery



# Materials Request Form

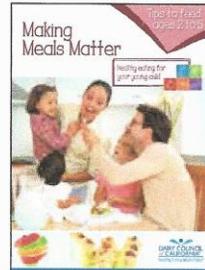
## Free Nutrition Education Booklets

Adult + Parent Resources

### Activity + Eating

A Healthier You

This eight-page booklet provides adults with action steps to make balanced food choices and add physical activity to their daily routines.



### Making Meals Matter

Healthy Eating for Your Young Child

(Tips to feed ages 2 to 5)

This eight-page booklet provides parents of preschoolers with action steps to offer balanced food choices to their young children. It includes information on how much kids need to eat for healthy growth and development.

### Calcium Connection

Healthy Bodies. Healthy Bones

This 10-page booklet is designed for women and men, boys and girls—from adolescents to older adults. It contains action steps to boost calcium and vitamin D in the diet.



### Making Meals Matter

Healthy Eating for Your School-Age Child

(Tips to feed ages 6-12 year olds)

This eight-page booklet equips parents of school-age children with practical tips for teaching healthy eating and physical activity habits that will last a lifetime.

### Pregnancy

Healthy Moms + Babies

This eight-page booklet provides pregnant and breast-feeding women with helpful information about nutrition. It includes recommendations on healthy weight gain, physical activity, breast-feeding and postpartum nutrition.



Each of these self-instructional booklets incorporates a behavior change model and reinforces making small, tangible steps to a healthier lifestyle.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Business Address: \_\_\_\_\_  
(No P.O. Box)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

### Free Materials

PLEASE REQUEST NUMBER OF BOOKLETS FOR A SIX-MONTH PERIOD. MINIMUM ORDER FOR EACH IS 50 BOOKLETS.

Activity + Eating:	English _____	Spanish _____
Calcium Connection:	English _____	Spanish _____
Meals Matter – School-Age Child:	English _____	Spanish _____
Meals Matter – Young Child:	English _____	Spanish _____
Pregnancy:	English _____	Spanish _____

**Place your order today! Mail this form to:**

Dairy Council of California  
1418 N. Market Blvd., Suite 500  
Sacramento, CA 95834  
or fax to: 888.540.9890

**Please see reverse side for additional materials to implement comprehensive nutrition education.** For more information about Dairy Council of California's nutrition education programs, visit [HealthyEating.org](http://HealthyEating.org).



# Materials Request Form

## Free Nutrition Education Programs

Each kit includes: Teacher Guide, Student Workbooks, Supportive Materials

Student Resources

### Kindergarten

#### Building A Healthy Me!

Students will learn about food groups, the importance of breakfast, healthy snacks and mixed foods.



### 4th or 5th Grade

#### Nutrition Pathfinders

Students will learn about main nutrients and their health benefits, analyze food advertisements and set goals. Individual programs for each grade level.

### 1st or 2nd Grade

#### Healthy Choices, Healthy Me!

Students will learn how to balance a meal and meet physical activity requirements. Individual programs for each grade level.



### Middle School

#### Exercise Your Options

Students will learn to consider their options, develop realistic plans and identify roadblocks to improve their daily food and activity choices.

### 3rd Grade

#### Shaping Up My Choices

Students will learn about main nutrients, how to read a food label and ways to measure proper portion sizes.



### High School

#### Activity + Eating

Students will learn the essential connections between being physically active, making healthful food choices and maintaining long-term health.

At Dairy Council of California, we believe that students should be educated and empowered to make the best food choices from all five food groups. Plus, we know that healthy eating helps students perform better in school and contributes to life-long health.

All programs are aligned with Common Core State Standards in Math and English-Language Arts, California content standards in Health Education and Physical Education and Nutrition Competencies for California Public Schools.

First and Last Name:	_____
School Name:	_____
District:	_____
Grade Level:	_____
Phone: ( )	_____
Subject (Middle and High School Only):	_____
# of Student Workbooks:	English _____ Spanish _____

Order for Your Colleagues		
First and Last Name	Grade	# of Student Workbooks

**Place your order today! Mail this form to:**

Dairy Council of California  
 1418 N. Market Blvd., Suite 500  
 Sacramento, CA 95834  
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## Appendix H. **Glossary**

**Competitive Foods** - In California, any food or beverage sold to students on the school campus, during the school day, outside of the federally reimbursable meal program is considered to compete with those meals.

**Education Code (EC)** - A large, legal body that covers the various laws that regulate the California education system.

**LEA** – Local Education Agency (i.e. Torrance Unified School District)

**School Campus** – Areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g. property such as scoreboards, coolers, cups, and water bottles), or parking lots.

**School Day** – The time between midnight the night before to 30 minutes after the end of the instructional (official) school day.

**Schools** - School grounds, school students and staff, the school community, or any combination of these.

**Sold** – The exchange of food for money, coupons, vouchers, or order forms, when any part of the exchange occurs on a school campus.

**Student Organization** – A group of students that are NOT associated with the curricula or academics of the school or district.

## Frequently Asked Questions (FAQ):

### 1. Why did the Nutrition Services Department come out with the Wellness Policy in 2014-2015?

The Wellness Policy is a District policy, not a Nutrition Services policy. Any school district participating in the National School Lunch Program must have a Wellness Policy. TUSD's was originally created in 2006 and was updated during the 2013-2014 school year with an effective date of July 1, 2014. It has been reviewed and updated each year since then by the Wellness Committee. To become a member of the Wellness Committee, please contact the Chair of the committee at [wellnesspolicy@tusd.org](mailto:wellnesspolicy@tusd.org).

### 2. Who do I contact if I need clarification or have a question about the Wellness Policy?

You can contact the Chair of the committee at [wellnesspolicy@tusd.org](mailto:wellnesspolicy@tusd.org).

### 3. Do I have to purchase food through Nutrition Services if my child's class is having a celebration involving food?

No, you do not have to purchase food through the Nutrition Services Department. All of the foods purchased through Nutrition Services are compliant with the Wellness Policy and are typically less expensive than purchasing retail. However, you are always more than welcome to call or email the Nutrition Services department (310-972-6358 or [cole.kathleen@tusd.org](mailto:cole.kathleen@tusd.org)) and we will let you know if an item you are planning to purchase is compliant. Please be sure to have a copy of the Nutrition Facts label and ingredient list.

### 4. Who has the final say if a product can be served on my school's campus?

The Wellness Policy states that, "...each school's principal [is] charged with the operational responsibility to ensure that each school site complies with this policy... Schools are to utilize this policy to develop their own internal procedures to ensure compliance with the TUSD Wellness Policy. Each school campus must follow the Wellness Policy, at minimum. ***Each principal has the ability to increase restrictions beyond the minimum requirements of this policy.***" This means that only compliant foods should be served at campus events that occur for students during the school day. For a list of compliant snack ideas, please visit the Nutrition section of the [Wellness Policy Resource Guide](#).

### 5. How did the Wellness Committee decide what to include in the Wellness Policy?

There are government regulations that the Wellness Committee referred to when creating this policy. The committee also used current Board Policy and referred to other school district's policies for guidance. The purpose of the Wellness Policy is to promote healthy habits to our students through a healthy school environment, foods available on campus, and physical education/activity.

## USDA NONDISCRIMINATION STATEMENT

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, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), 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).

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