

HEALTHY SCHOOL ENVIRONMENT FACT SHEET

“Healthy students not only excel academically but are more likely to be positively engaged in social, community, and extracurricular activities. The benefits of supporting student health and wellness are far-reaching....”

Tom Torlakson, State of California Superintendent of Public Instruction

Promoting healthy eating, physical activity and positive lifestyle choices through nutrition education, program and policy implementation by creating a healthy school environment.

What is a Healthy School Environment?

In a healthy school environment student, parents, staff, administration and community support the student wellness policy, nutrition education and school meals programs with the shared values of healthy eating, active living and sustainable environmental practices. A healthy school environment implements the policies and practices consistently throughout the day, every day, and in schools, before and after school programs, early childhood programs, and communities. Healthy bodies and brains translate into improved academic performance and attendance. It develops students that make informed healthy choices, establishing a positive example for the health and longevity of the community and the environment. A healthy school environment is a commitment.

Healthy School Environment

- Wellness Policy Implementation
- School Environment
- Student Involvement
- Parent Involvement
- Community Partnerships
- Food and Nutritional Services Standards

Wellness Policy Implementation (5030)

An active Student Wellness Policy Ambassador Council
An evaluation system for wellness policy implementation
Goals for Nutrition education curriculum used in the classroom
Goals for physical education in schools
Goals for food and beverages offered on school premises
Goals for healthy messages in schools and the community

School Environment (AR 3554)

Serving nutritious school breakfast and lunch daily
Offering a variety of fresh fruits/vegetable choices in the school meal program
Students participate in the school breakfast and lunch programs
Providing a safe and inviting location for students to consume meals, with sufficient time to eat
Marketing and media messages on the school premises must reinforce food and nutrition education
All food and beverages offered on the school premises must be healthy food choices
All food and beverages offered at classroom celebrations must be healthy food choices
All food and beverages offered at school events must be healthy food choices
Providing alternatives ideas to food fundraising for school programs
Promoting physical activity for students before, during and after school
Food service staff are trained in federal and state requirements, menu planning options, and nutrition science
Offers a school garden is on the school site

Student Involvement (FANS Website)

Providing leadership as a Wellness Ambassador in wellness policy implementation in your school
Participate in Wellness Cafe food tastings
Participate in school breakfast and lunch programs
Pack lunches that are consistent with the food guidelines

Parent Involvement (FANS Website)

Nutrition education programs provide parent education materials reinforcing student instruction
Parents have opportunities for involvement in nutrition education
Parent nutrition education/training programs are provided
Providing leadership as a Wellness Ambassador in wellness policy implementation in schools
Supporting school breakfast and lunch programs by purchasing meals
Pack lunches that are consistent with the food guidelines

Community Partnership (FANS Website)

Offering healthy eating / nutrition education and training programs for students and parents
Involving local agriculture partners in farm to school and gleaning programs
Rethinking school lunch program using a systems approach to address food and nutrition
Developing healthy, student-approved, cost effective recipes
Providing physical activities before and after school for students and parents
Developing nutrition and wellness policies in schools and in the community
Providing communication and marketing resources for a healthy school environment.

Food and Nutritional Services (FANS) - Roadmap

- About FANS
- FANS Standards
- FANS Initiatives
- Healthy Living: Teaching and Learning
- Marketing and Communications
- Dining Experience
- Wellness Policy and Ambassador Wellness Committee
- Monitoring Impact and Implementation
- Professional Development
- Procurement
- Waste Management
- Facilities
- Finances

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Series 5000

BP 5030

Business and Non-instructional Operations Food and Nutritional Services Department

Student Wellness Policy

The School Board of Trustees recognizes the important connection between a healthy diet, physical activity, and the ability of students to learn effectively and achieve high standards in school. The Board desires to provide a comprehensive program promoting healthy eating and physical activity for all district students and staff, as well as a safe and healthy school environment. The Board also recognizes the school's important role as part of the larger community, to support family health, environmental awareness, and sustainable agriculture and business practices.

To this end, it is the goal of the Novato Unified School District to promote through its educational and operational efforts, the primary messages of the 2005 US Dietary Guidelines for Americans as illustrated in the USDA MyPyramid education framework: Activity, Variety, Moderation, Proportionality, Personalization, and Gradual Improvement. To further the environmental efforts of the County of Marin, the Board will encourage whenever possible, district-wide practices which support environmental awareness and sustainability.

Novato School Wellness Council

The Novato School Wellness Council shall meet at least quarterly, and shall be charged with making wellness policy recommendations to the Board of Trustees and advising the district on school health and environment related issues, activities, policies and programs.

The Superintendent or designee shall appoint the Novato School Wellness Council, consisting of parents/guardians, students, school food service professionals, school administrators, Board representatives school nurses, physical education teachers, and/or others interested in school health issues.

Goals for Nutrition Education, Physical Activity and Education, and Other School Based Activities

The Board shall adopt goals for nutrition education, physical activity and education, and other school based activities that are designed to promote student wellness consistent with the district's educational mission.

The district shall promote a comprehensive nutrition education and physical education program that is sequential and generally consistent with the expectations established in the state's

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curriculum frameworks. The goal of the programs should be to build the skills and knowledge that all students need to foster lifelong habits of healthy eating and physical activity.

Nutrition Education

Nutrition education shall be provided in grades K-12. It is recommended that district:

- Integrate current, scientifically accurate nutrition content based on the 2005 US Dietary Guidelines into classroom instruction in such core subjects as science, mathematics, English-language arts, and history-social science, as per the Shaping Health as Partners in education (SHAPE) California program.
 - Topics that promote understanding of the relationship between the human body, nutrition, physical activity, and disease prevention, and acceptance of individual differences in growth and development are encouraged.
 - Opportunities to analyze the influence of culture, media, technology and other factors on decisions related to nutrition, physical activity and lifestyle choices are encouraged.
 - Activities that build goal setting and decision making skills that promote self management related to diet, physical activity and safe food handling are encouraged.
- Encourage instructional strategies that incorporate experiential learning opportunities (such as taste testing, cooking demonstrations, tours of farmers markets and school gardens) and that engage family members in reinforcing healthy nutrition behaviors.
- Reinforce messages on healthy eating by coordinating child nutrition programs/school food service with classroom-based nutrition and health education.
- Provide instructional staff with adequate and ongoing in-service nutrition education training that focuses on teaching strategies that assess health knowledge and skills and promote healthy behaviors.

Physical Activity and Education

All students in grades K-12 shall be provided opportunities to be physically active on a regular basis, including students with disabilities and students with special health-care needs. Opportunities for moderate to vigorous physical activity shall be provided through physical

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education, recess, school athletic programs, extracurricular programs and other structured and unstructured activities as specified in BP/AR 6142.7.

All K-12 students will receive physical education instruction that meets state requirements (EC sections 51210, 51222, 51233, 51241).

The school district should assess and, if necessary, improve student's ability to safely walk and bike to school. When appropriate, the district should collaborate with local public works, public safety, and/or police departments to achieve safe routes for walking and biking to school.

Other School Based Activities

The Superintendent or designee shall encourage all District staff to strive to serve as positive role models through promoting healthy food options and opportunities for regular physical activity for all District employees.

Professional development shall include education and skill development that promotes health knowledge, healthy behaviors, physical education strategies and environmental awareness.

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, the district or school website, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

The Board prohibits the marketing and advertising of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, or other means.

Nutrition Guidelines for Foods Available at School

The Board shall adopt nutrition guidelines selected by the district for all foods available on each campus during the school day, with the objectives of promoting student health and reducing childhood obesity.

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health. Nutrition standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program, student stores, vending machines, fundraisers, or other venues, shall meet or exceed state and federal nutrition standards.

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The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by limiting unhealthy foods served at class parties and considering nutritional quality (see BP/AR 3550 and BP/AR 3554) when selecting any snacks which they may donate for occasional class parties and birthday celebrations. Class parties or celebrations shall be held after the lunch period when possible.

BP 3312- Contracts

BP/AR 3550 – Food Service/Child Nutrition Program

BP/AR 3554 – Other Food Sales

Guidelines for Reimbursable Meals

Foods and beverages provided through federally reimbursable school meal programs shall meet or exceed state and federal regulations and guidance issued pursuant to 42 USC 1758(f)(1), 1766(a), and 1779(a) and (b) as they apply to schools.

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs, to the extent possible.

BP/AR 3553 – Free and Reduced Price Meals

The District shall utilize all available resources to strengthen its outreach to students and their families, to ensure that all eligible Novato Unified School District students are enrolled in the free/reduced meal program. Outreach and participation plans will incorporate strategies to prevent overt identification of low-income students or otherwise treat them differently because of their income status.

Qualified child nutrition professionals shall provide students with access to a variety of affordable, fresh, nutritious, and appealing foods that meet the health and nutrition needs of students. Organic and locally grown produce shall be provided when available and economically and operationally feasible. Student preferences shall be solicited in the planning of menus and snacks, and religious, ethnic, and cultural diversity of the student body shall be incorporated in meal planning.

The District shall provide all students and staff with a clean, safe, and pleasant eating environment with sufficient time for eating meals.

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Program Implementation and Evaluation

The Superintendent shall designate at least one person within the district and at each school who is charged with operational responsibility for ensuring that the school sites implement the district's wellness policy.

The Novato School Wellness Council shall repeat the School Health Index baseline nutrition and physical activity assessment at least every two years to determine compliance and progress to implementation of the adopted school wellness policy.

The Novato School Wellness Council shall also recommend specific quality indicators that will be used to measure the implementation of the wellness policy district-wide and at each district school. These measures shall include, but are not be limited to:

- an analysis of the nutritional content of meals served;
- student participation rates in school meal programs;
- feedback from food service personnel, the school health council, students, parents/guardians, school administrators, and other appropriate persons;
- an evaluation of marketing efforts and sales of non-nutritious foods and beverages in fundraisers or other venues outside the district's meal programs utilizing standardized assessment tools
- data collected on student wellness and achievement from:
 - annual Fitnessgram scores including Body Mass Index (BMI) scores for students in grades 5, 7, 9
 - California Healthy Kids Survey data (exercise and eating practices, BMI)
 - Average Daily Attendance (ADA)
 - Academic Performance Index (API) scores

The Superintendent or designee shall report to the Board at least every two years on the implementation of this policy and any other Board policies related to nutrition and physical activity and education, and set new priorities when needed.

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas.

Legal Reference:

EDUCATION CODE

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001

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49490-49493 School breakfast and lunch programs
49500-49505 School meals
49510-49520 Nutrition
49530-49536 Child Nutrition Act
49540-49546 Child care food program
49547-49548.3 Comprehensive nutrition services
49550-49560 Meals for needy students
49565-49565.8 California Fresh Start pilot program
49570 National School Lunch Act
51222 Physical education
51223 Physical education, elementary schools

CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations
15510 Mandatory meals for needy students
15530-15535 Nutrition education
15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:
1751 Note Local wellness policy
1771-1791 Child Nutrition Act, including:
1773 School Breakfast Program
1779 Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program

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Business and Non-instructional Operations

Food and Nutritional Services

Nutritional Standards

No foods of minimal nutritional value shall be sold in food service areas during breakfast and lunch periods. A minimum of 50% of the food sold by any entity on school grounds during regular school hours shall be from the list of nutritious foods provided in Education Code 38085.

Food sales outside the district's food service program shall comply with the nutritional standards specified in Education Code 38085. Beginning July 1, 2007, food sales outside the district's food service program shall comply with the standards described in Education Code 49431 for elementary schools and Education Code 49431.2 for middle schools, junior high schools, and high schools. (Education Code 38085, 49431, 49431.2) Beverage sales shall be subject to the nutritional standards specified in Education Code 49431.5. (Education Code 49431.5)

(cf. 1230 - School-Connected Organizations)

(cf. 1321 - Solicitations of Funds from and by Students)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 5030 - Student Wellness)

When the food and beverage standards in Education Code 49431 and 49431.5 are effective, the sale of foods or beverages that do not comply with those standards may be permitted at an elementary school, as part of a fundraising event, only when the items are sold by students of the school and the sale meets one of the following conditions: (Education Code 49431, 49431.5)

1. It takes place off and away from school premises.
2. It takes place at least one-half hour after the end of the school day.

The sale of food items that do not comply with the nutritional standards in Education Code 49431.2, when effective, may be permitted at a middle school, junior high school, or high school in any of the following circumstances: (Education Code 49431.2)

1. The sale takes place off and away from school premises.
2. The sale takes place on school premises at least one-half hour after the end of the school day.
3. The sale occurs during a school-sponsored student activity after the end of the school day. Beverage sales that do not comply with the nutritional standards in law may be permitted at a middle school or junior high school as part of a school event under the following circumstances: (Education Code 49431.5)

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4. The sale occurs during a school-sponsored event and takes place at the location of the event at least one-half hour after the end of the school day.
5. Vending machines, student stores, and cafeterias are used later than one-half hour after the end of the school day.

Additional Requirements for Schools Participating in the National School Lunch or Breakfast Program

The sale of foods during meal periods in food service areas shall be allowed only if all income from the sale, including the sale of approved foods or drinks from vending machines, accrues to the benefit of the school, the school food service program, or the student organization(s) sponsoring the sale. (7 CFR 210.11, 220.12)

No foods of minimal nutritional value, as listed in 7 CFR 210, Appendix B, and 7 CFR 220, Appendix B, shall be sold in food service areas during breakfast and lunch periods. (7 CFR 210.11, 220.12)

The Superintendent or designee shall not permit the sale of foods by student organizations in a school with any of grades K-8 that is participating in the National School Breakfast or Lunch Program, except when all of the following conditions are met: (5 CCR 15500)

1. The student organization may sell one food item per sale.
2. The specific nutritious food item is approved by the Superintendent or designee.
3. The sale does not begin until after the close of the regularly scheduled midday food service period.
4. The sale during the regular school day is not of food items prepared on the premises.
5. There are no more than four such sales per year per school.
6. The food sold is a dessert-type food, such as pastry, ice cream, or fruit.
7. The food sold is not one sold in the district's food service program at that school during that school day. (*cf. 3553 - Free and Reduced Price Meals*)

In high schools and junior high schools, a student organization may be approved to sell food items during or after the school day if all of the following conditions are met: (5 CCR 15501)

1. Only one student organization conducts a food sale on a given school day and the organization sells no more than three types of food or beverage items, except that up to four days during the school year may be designated on which any number of organizations may conduct the sale of any food items.
2. The specific nutritious food items are approved by the Superintendent or designee.
3. Food items sold during the regular school day are not prepared on the premises. AR 3554(d)
4. The food items sold are not those sold in the district's food service program at that school during that school day.

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Foods and Beverages Served/Sold on School Campuses During the School Day

1. Nutrition standards for meals served through the national School Lunch and Breakfast Programs – School reimbursable meals shall:
 - a. Meet, at minimum, nutrition requirements established by local, state and federal statutes and regulations;
 - b. Offer a variety of fruits and vegetables;
 - i. To the extent possible, each school, will offer at least two non-fried vegetables and two fruit options each day
 - ii. To the extent possible, each school, will offer five different fruits and five different vegetables over the course of a week.
 - iii. Schools are encouraged to source fresh fruits and vegetables from local farmers when practicable.
 - c. Serve only low-fat (1%) and fat-free milk and nutritionally-equivalent non-dairy alternatives (to be defined by the USDA);
 - d. Ensure that half of the served grains are whole grains (defined as having a whole grain listed as the primary grain ingredient in the ingredient list, including whole wheat flour, cracked wheat, brown rice, oatmeal and corn)
2. Nutrition standards for competitive foods and beverages (e.g., sold outside the reimbursable meal program such as at snack bars, vending, school stores, school sponsored events outside of the school day, after school programs, sports programs and catering, etc.) – all competitive foods and beverages sold during the school day or through programs for students before or after the school day, will meet, at minimum, the following nutrition and portions size standards in addition to nutrition requirements established by local, state and federal statutes and regulations (whichever is most restrictive):
 - a. Beverages
 - Items allowed:
 - Water or seltzer water without added caloric sweeteners
 - 100% fruit and/or vegetable juice
 - Fruit or vegetable based drinks that contain at least 50% fruit juice that do not contain additional caloric sweeteners
 - Unflavored or flavored low-fat or fat-free fluid milk and nutritionally-equivalent nondairy beverages (to be defined by the USDA).
 - Items not allowed:
 - Soft drinks containing caloric sweeteners
 - Iced teas
 - Fruit-based drinks that contain less than 50% real fruit juice or that contain additional caloric sweeteners
 - Beverages containing caffeine, excluding low-fat or fat-free chocolate milk (which contain trivial amounts of caffeine)

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b. Foods

- Items allowed:
 - No more than 35% of calories from fat (excluding legumes, nuts, seeds, peanut butter, and other nut butters), vegetables that have not been deep fried and cheese packaged for individual sale).
 - No more than 10% of calories from saturated plus trans fats (excluding eggs, and cheese packaged for individual sales.
 - No more than 35% of weight from added sugars by weight (excluding fruits and vegetables)
 - No more than 300 mg sodium per serving for chips, cereals, crackers, French fries, baked goods, and other snack items; no more than 480 mg of sodium per serving for pastas, meats, and soups; and not more than 600 mg of sodium per serving for pizza, sandwiches, and main dishes.
- Items provided:
 - A choice of at least two fruits and/or non-fired vegetables will be offered for sale at any location on the school site where foods are sold (e.g., fresh fruits and vegetables. 100% fruit or vegetable juice, fruit-based drinks that are at least 50% fruit juice and that do not contain additional caloric sweeteners, cooked, dried or canned fruits (canned in fruit juice or light syrup), and cooked, dried or canned vegetables (that meet the above fat and sodium guidelines) Note: may not be feasible without refrigerated venting.

c. Portion sizes

- Limited to the following:
 - An individually sold snack may not have more than 175 calories (elementary schools) or 250 calories (middle and high schools)
 - One and one-quarter ounces for chips, crackers, popcorn, cereal, trail mix, nuts, seeds, dried fruit, or jerky
 - One ounce for cookies
 - Two ounces for cereal bars, granola bars, pastries, muffins, doughnuts, bagels, and other baker items
 - Four fluid ounces for frozen desserts, including low-fat or fat-free ice cream
 - Eight ounces for non-fat frozen yogurt
 - Twelve fluid ounces for beverages, excluding water
 - A la carte entrees and side dishes, including potatoes, not greater than the size of comparable portions offered as part of school meals
 - Fruits and non-fired vegetables are exempt from portion-size limits

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3. Policies to promote healthy fundraising and alternatives to food fundraising
 - a. To support children's health and school nutrition-education efforts, school fundraising activities will not involve food or will use only foods that meet the above nutrition and portion size standards for competitive foods and beverages.
 - b. Schools will encourage fundraising activities that promote physical activity.
 - c. Novato Wellness Council will disseminate a list of alternative fundraising ideas to students, parents, teachers, school administrators, and before/after-school program personnel.
 - d. The student organization using food as fundraiser may sell one food item per sale.
 - e. There are not more than four such sales per year per school if food is involved.
 - f. The food sales do not begin until after the close of the regularly scheduled midday food service period.
 - g. The food sold is not one sold in the district's food service program at that school during that school day.
 - h. Food sold as fundraiser during the regular school day are foods provided from Food & Nutrition Services that meet the health department guidelines to offer safe foods prepared under health regulations.
4. Guidance for using food as reward/punishment
 - a. Foods or beverages, especially those that do not meet the nutrition standards for competitive foods (above), shall not be used as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan).
 - b. Foods or beverages will not be withheld (including those served through school meals) as a punishment.
5. Guidance for food at classroom celebrations
 - a. Schools should limit celebrations that involve food during the school day to no more than one party per class per month.
 - b. Each party should include no more than one food or beverage that does not meet nutrition standards for competitive foods.
 - c. Novato Wellness Council shall disseminate a list of healthy party ideas to students, parents, teachers, school administrators, and before/after-school program personnel.
6. Guidance for food at school events (e.g., athletic events, dances, or performances)
 - a. To support children's health and school nutrition-education efforts, school events will use only foods that meet the above nutrition and portion size standards for competitive foods and beverages.
 - b. Novato Wellness Council will disseminate a list of healthy foods and beverages for school events to students, parents, teachers, school administrators, and before/after-school program personnel.
7. Guidance for classroom snacks
 - a. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages and other considerations.

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- b. An emphasis should be on serving fruits, vegetables, low or non-fat dairy and whole grains as the primary foods and water as the primary beverage.
 - c. Novato Wellness Council shall disseminate a list of healthy classroom snacks to students, parents, teachers, school administrators, and before/after-school program personnel.
8. Guidance to parents for packed lunches
 - a. Students and parents shall be encouraged to pack lunches that are consistent with the guidelines for the reimbursable meals and competitive foods and beverages.
 - b. Novato Wellness Council shall disseminate a list of healthy packed lunch ideas to students, parents, teachers, administrators, and before/after-school program personnel.
9. Importance of student/faculty involvement for menu development
 - a. The school district will engage students, parents, teachers, and school administrators in reviewing reimbursable meal menus on a semi-annual basis.
 - b. Taste testing by students will be performed annually.
10. Food environment issues
 - a. Meals served through the national School Lunch and Breakfast Programs will:
 - Be appealing and attractive to children;
 - Be served in clean and pleasant settings.
 - b. Duration of meal times will:
 - Be at least 10 minutes long after sitting down for breakfast and 20 minutes long after sitting down for lunch
 - c. Meal schedules will:
 - Be at appropriate times (e.g., lunch should be between 11 am and 1 pm);
 - Not conflict with recess, tutoring, club, or organizational meetings or activities, unless students may eat during such activities
 - Provided after recess whenever possible
 - d. Other requirements:
 - Students should have access to hand washing or sanitizing before eating meals or snacks and be encouraged by signage to wash hands
 - Students should have access to tooth-brushing to accommodate special oral health needs (e.g., orthodontia or high tooth decay risk).
 - Nutrition education materials posted, shall be posted at all venues where reimbursable meals are offered.

Novato Unified School District

NUSD Food And Nutrition Services Policy Roadmap

"Healthy students not only excel academically but are more likely to be positively engaged in social, community, and extracurricular activities. The benefits of supporting student health and wellness are far-reaching..."

Tom Torlakson, State of California Superintendent of Public Instruction

Food and Nutrition Services Policy Roadmap is a supplement to the NUSD Student Wellness Policy, focusing the Department's practices to support NUSD in creating a healthy school environment.

Healthy School Environment

In a healthy school environment students, parents, staff, administration and community support the student wellness policy, nutrition education and school meals programs with the shared values of healthy eating, active living and sustainable environmental practices. A healthy school environment implements the policies and practices consistently throughout the day, every day, and in schools, before and after school programs, early childhood programs, and communities. Healthy bodies and brains translate into improved academic performance and attendance. It develops students that make informed healthy choices, establishing a positive example for the health and longevity of the community and the environment. A healthy school environment is a commitment.

FANS Role in a Healthy School Environment

Important guidelines are in place for a healthy school environment and are established in the NUSD Wellness Policies. Playing a key role in executing many of the policies, the Department of Food and Nutrition Services and its school meals program serves the mental, physical, and social wellness of our students, schools, and local communities.

About FANS

- *We are one of the largest providers of food assistance in Novato, helping more than 35% of the student body have access to healthy food so that no child goes hungry.*
- *We supports Farm to School Programs that serve to educate and reinforce the healthy school environment.*
- *We purchase and serve fresh, healthy, minimally processed food. We choose to support the region's food growers, processors, and local economy that improves student nutrition*
- *Our operational policies take into consideration environmental impact*

Identified below are the initiatives and goals for the FANS department. It is through constant improvement of the quality and appeal of the meals that we will increase student participation and do our part to create a Healthy School Environment. We acknowledge that it is through our ongoing collaboration with Community Partners that we have the strongest impact on the mental, physical, and social wellness of our students, school and local communities.

FANS Standards

We serve.....

- Locally grown, seasonal, organic produce when possible
- Fresh fruits and vegetables or salad bar served daily
- Whole grains and minimally processed foods
- Plant-based protein sources available daily
- Meatless Monday (promoted since 2010)
- Low fat and reduced sugar foods
- Low sodium

- Low fat and fat free milk

We offer

- No Trans Fats
- No Red Meat (since 2008)
- No Soda (all schools), (since 2003)
- No Chocolate Milk (all schools), (since 2006)
- No Juice (in elementary schools), (since 2007)
- No Desserts (in elementary schools), (since 2003)

Nutritional information for all meals ([link to FANS](#))

FANS Initiatives

- **Cooking from Scratch:** By increasing the number and type of meals prepared completely or partially within the district's kitchens we reduce the reliance on pre-processed, packaged, and frozen food.
 - **Cooking from Scratch Goal:** a minimum of one entrée made from scratch in the district's kitchens daily.
- **Organic:** Increasing the availability of organic food, particularly produce, to the greatest degree possible.
 - **Organic Goal:** high priority organic produce identified as the "Dirty Dozen" by The Environmental Working Group. Ex: apples, celery, strawberries, peaches, spinach, nectarines, grapes, bell peppers, potatoes, blueberries, lettuce, kale and collard greens.
- **Wholesome Foods:** Ensuring that all food products served are as clean of pesticides and as wholesome as possible, by following the following guidelines:
 - **Produce Goal:** To offer produce that is pesticide free, minimally processed; locally or regionally sourced and organic when possible.
 - **Poultry and Pork Product Goals:** To offer poultry and pork products free from hormones, steroids and antibiotics, minimally processed, and when possible, fresh (not frozen)
 - **Plant-based Protein Goals:** Increase the menu selections using plant-based proteins.
 - **Milk and Other Dairy Products Goals:** To offer dairy products free from rGBH, rBHT, antibiotics, hormones; locally or regionally sourced and organic when possible.
 - **Grains and Grain-based Product Goals:** To offer fresh (not frozen), minimally processed, locally or regionally sourced and organic grains when possible.
 - **Minimally Processed Food Goals:** To the greatest extent possible, all foods will be free from artificial colors, flavors, sweeteners, preservatives, and thickeners.
 - **Sustainability Goals:** To the extent possible, all foods served will be grown and processed using sustainable practices and without the use of toxic chemicals.
- **Seasonal Foods:** Planning, to the extent possible, seasonal variations in the menu that are fresh, locally or regionally grown foods. The commitment to this will increase the effectiveness and efficiency of working with local growers, while helping students understand seasonality and the regional growing culture.
- **Meatless Monday:** Since 2008 we have served plant-based proteins only on the Monday weekly menu in all district schools to reduce the reliance on animal-based proteins and to eliminate the risks associated with contamination.
- **Summer Feeding Program:** Implementation begins in 2014
- **Feasibility Study of a Supper Program:** Beginning in the Fall of 2014
- **NUSD Wellness Policy, Food and Nutritional Guidelines:** Continued observance of the Food and Nutrition Guidelines established as in the Novato USD Wellness Policy, section 3554 AR Child Nutrition.

Healthy Living: Teaching & Learning

Experts recognize the strong connection of experiential learning, nutrition education and making healthy food choices. The District will partner annually with the Food and Nutrition Services Department to fund supplemental food and nutrition education. These activities connect students and families to local food through farm tours and gleaning, or visits by local farmers to school lunchrooms to talk about the seasonal produce and process of growing food. The resources to fund these events may come through grants, donations, or other community-based sources, and will be targeted at elementary school levels.

- **Farm to School Goal:** to fund at least two farm visits or similar field trips per year, and at least one producer visit per school per year.

Marketing and Communications

Critical to participation in the school meals program, FANS must have effective marketing and communication of the appealing healthy selections created in the FANS kitchens. Efforts to improve the freshness, quality and taste of offerings, increase local and regional purchasing, and build partnerships requires strong communication within the school and local communities. The following actions will help ensure the Food and Nutrition Services Department can accomplish this objective.

- **Food Service Operations Manager Goal:** Create a Food Service Operations Manager position to expand the duties and responsibilities of the Director of Food Services to include Nutrition and Wellness for educating students, teachers, parents, and school community members about the importance and appeal of growing, preparing, and eating fresh, local, seasonal food., physical activity and nutrition education. Food and Nutrition Services Director will find creative, innovative ways to excite and engage students in trying new foods and understanding the connection between food and health, wellness, and achievement.
- **Wellness Advocacy Goal:** Establish peer-to-peer nutrition and wellness advocacy groups in all schools (Student Nutrition Advisory Councils, or SNACS), to incorporate student input into and participation in effective school meals marketing and communications. Facilitate innovative, student-led, campaigns such as an "Eat Ours, Not Theirs" campaign greater attention to and participation in the meals program.
- **FANS Website Goal:** Expand the FANS website to include detailed information about menu offerings, producers and suppliers. Increasing the transparency of our food and operations will help build trust and increase engagement.
- **Signage Goal:** Create signage for the cafeterias that highlights local or regionally sourced products, particularly in the salad bar.
- **Student Involvement Goals:** Include students and parents in menu development via tastings, requests for suggested menu items, and written feedback solicited via surveys in lunchrooms.
- **Promotional Wellness Event Goals:** Offer samples of new or signature dishes prepared by the Food and Nutrition Services staff at school or community events, such as Back-to-School Nights or other widely-attended city gatherings. Participate in at least three such events per year.

Dining Experiences

A welcome, inviting eating atmosphere encourages participation in and enjoyment of school meals. Students should be given sufficient time to receive and eat their meal before going on to the next activity or back to the classroom. FANS encourages the following modifications to the school dining experience to increase participation:

- **Elementary Lunch Goal:** All elementary students should eat lunch following recess, limiting the impulse to exchange meal time for play time.
- **Middle and High School Lunch Goal:** Middle and high school students should be served lunch in "waves," reducing line size and waiting times for meal service.
- **Dining Time Goal:** Increase lunch periods from 35 to 45 minutes.

Wellness Policy and the Ambassador Wellness Committee

The school nutrition standards are guided by District Wellness Policy AR 3554.

The Ambassador Wellness Committee will collaborate with the Food and Nutrition Services Director to ensure that:

- The goals and rationale of this Roadmap are clearly communicated to all members the school community, including students, parents, teachers, and local citizens.
- A Healthy School Environment develops that supports the role of the school meals program.
- There is effective communication, implementation and support of the innovative and creative menus, recipes, and nutrition education.
- There will be assistance in the monitoring and evaluation of progress toward the goals outlined in this Roadmap.

FANS Wellness Ambassadors

- Serves healthy food and beverages in the cafeteria, classroom and at campus events
- Promotes healthy eating and active living by offering nutrition education at Cafe Tastings, School Wellness booths and P.E. Events
- Supports local, organic farms by participating in the Farm to School Gleaning Events
- Practices environmentally sustainable waste management that teaches students to conserve natural resources
- Supports school gardens that offer healthy food experiential learning opportunities on campus
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Monitoring Impact and Implementation

- **Implementation Plan Goal:** Create an implementation plan to outline specific action items, owners, and necessary funds to make progress on above goals.
- **Assessment Meeting Goal:** Establish a bi-monthly meeting consisting of the Food and Nutrition Services Director and other key personnel to assess progress, identify challenges, opportunities, and potential partners from within and outside the District.

Professional Development

The FANS Director recognizes that professional development opportunities ensure that FANS staff understand their role in promoting health and nutrition and enhances their professional expertise.

- The Department commits to at least 2 days of training per year for all Food and Nutrition Services staff. Training may be in food preparation, safe serving and handling, nutrition, budgeting, or other relevant topics.

Purchasing

Increasing the amount of fresh, seasonal, and sustainably grown produce and products from local and regional sources increases access to healthy, fresh food for all students while support our regional economy and our environment.

- **Local Grower, Processor and Supplier Goals:** Increase the number of local and regional growers, processors, and suppliers working with NUSD. Achieve at least 45% locally sourced products by 2015-2016, where local is defined as (ideally) within 25 miles (moving then to the nine Bay Area counties, and finally to within the state). The following steps will help achieve that target:
 - Find and developing long-term relationships with regional purveyors for USDA commodity foods (e.g., Petaluma Poultry for chicken products).
 - To the extent possible, partner with neighboring school districts to purchase collectively, increasing the opportunity to work with local suppliers and improving their economic incentives to work with schools.
 - Build and expand existing relationships with local suppliers and distributors featuring source-verified, local and regionally grown food (e.g., Marin Organic, Daylight Foods).
 - Collaborate with neighboring districts to share information and resources.

- Build on current pilot project testing contract produce production by local and regional farmers, expanding to at least 3-5 contract relationships by the 2015-2016 school year, for at least 3-5 different types of fresh fruits and vegetables.
- Create and implement an Invitation for Bid process that clearly identifies desired criteria for all suppliers, including application of the USDA's Geographic Preference rule. Ensure that all suppliers are familiar with this bid language, that they provide written verification for sources when possible, and that the bid criteria are applied to all vendors during selection process.
 - Geographic Preference criteria will specify first priority given to suppliers within 25 miles, then within Bay Area, then within state.
- **Minimally Processed Food Goals:** Procuring as many items in a fresh, whole, un- or minimally processed state as possible, given resource constraints.
- **Cooking From Scratch Goals:** Undertaking a cost-benefit analysis of preparing select dishes from scratch, using minimally processed ingredients (sourced as locally as possible), versus procuring them in prepared, heat-and-serve versions. Analysis will be prioritized based on the feasibility of from-scratch production, desirability of dish among students, and with USDA Nutritional Guidelines (e.g., housemade pizzas, chilies, soups, burritos, enchiladas).

Note: In order to effect some of the above changes, modifications to the Department's cooking facilities will be needed. These are discussed in more detail below.

Waste Management

To ensure that the school meals program reduces waste and helps students understand the need to conserve natural resources, FANS will pursue the following actions:

- **Reduced Plastic Goals:** Build on current initiatives to reduce reliance on plastic and packaged food, serveware and beverages (including utensils and plastic water bottles). Reduce plastic purchases/waste by 25% by 2014-2015 school year.
- **Recyclable Packaging Goals:** To the extent possible, ensure that packaging containing schools meals is recyclable and/or compostable, and containers for recycling are provided at school sites.
- **Composting Goals:** Work with Facilities to study the feasibility and cost of adding compost bins to both lunchrooms and kitchens, and either a) creating compost for school gardens and/or b) having it picked up by a compost disposal service
 - Switching to compostable serveware is an important goal. However, compostable paper or plastic goods will not break down as designed unless they are separated and handled in a facility with the proper equipment and processes.
 - Composting and recycling may significantly reduce solid waste disposal costs. These savings should be tracked and savings rebated to the school or kitchen facility for use in furthering the waste-reduction and food programs.

Facilities

Upgrades to the District's cooking and storage facilities and equipment must be made for the procurement and production of raw, un- and lightly-processed foods, The following actions will accelerate the Department's transition to a meals program that incorporates more fresh, locally grown foods and increased on-site cooking.

- **Central Kitchen Goals:** Funding, design, and completion of a central kitchen facility that accommodates increased space for receiving, dry storage, cold storage, and food production. This space will enable the Department to prepare and serve a variety of Cooking-from-scratch foods, including popular items such as pizza and burritos, contributing to both increased participation and improved quality and nutrition of offered items.

- **School Site Kitchen Goals:** Complete renovations to individual school kitchens to enable on-site finishing, heating, serving and cleaning. At a minimum, each school should have working:
 - Service lines or windows (all students should be able to see food options)
 - Stovetop
 - Oven
 - Increased refrigeration space
 - Sinks for washing cooking equipment
 - A working hood

Each school cafeteria should also be supplied with a salad bar. (Currently, resource constraints on both equipment and labor prohibit salad bar service in many schools. All schools are, however, supplied with a fresh salad or sandwich option prepared daily in the district's central kitchen).

Finances

As the demographics of the NUSD district evolve, so do the budget and finances. To achieve the goals laid out in this policy, the district will need to ensure that participation rates among all students, and particularly those eligible for free and reduced price lunches, increase. This shift will require coordinated effort across the school community, within and outside the lunchroom. While improving the quality and appeal of the food offerings is critical, so is a Healthy School Environment that values and supports the school meals program. As this culture develops the following actions could improve student participation quickly:

- Consider making high schools "closed" campuses, limiting access to unhealthy foods purchased offsite, and encouraging participating in the school meals program
- Consider eliminating the reduced price category for school lunch, breakfast, and snacks, so that all low-income students have healthy food available at no cost
 - At a minimum, in schools with eligibility for free/reduced meals greater than 80%, enable all students to participate in the meals program at no cost.

While some of these policies may appear to add cost to the department budget, the increases in reimbursed participation may offset cost increases. Reimbursement dollars may then be used to fund the continued investment in food quality, staff, and equipment needed to maintain the quality, taste, and appeal of the school meals program.