



ST. ELIZABETH SCHOOL
Helping Students with Special Needs Go the Distance

St. Elizabeth School Wellness Policy

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St. Elizabeth School Wellness Policy

Preamble

St. Elizabeth School (hereto referred to as the “School”) is committed to the optimal development of every student. The School believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level and each setting, throughout the school year.

Research shows that two components: good nutrition and physical activity before during and after the school day, are strongly correlated with positive student outcomes. For example, student participation in the U.S. Department of Agriculture’s (USDA) School Breakfast Program is associated with higher grades and standardized test scores, lower absenteeism, and better performance on cognitive tasks. Conversely, less-than-adequate consumption of specific foods including fruits, vegetables, and dairy products, is associated with lower grades among students. In addition, students who are physically active through active transport to and from school, recess, physical activity breaks, high-quality physical education, and extra-curricular activities, do better academically.

This policy outlines the School’s approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this policy establishes goals and procedures to ensure that:

- Students in the School have access to healthy foods throughout the school day- both through reimbursable school means and other foods available through the school campus- in accordance with federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active before, during, and after school.
- Students engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice health nutrition and physical activity behaviors in and out of school;
- The community is engaged in support the work of the School in creating continuity between school and other settings for students and staff to practice lifelong health habits; and



- The School establishes and maintains an infrastructure for management, oversight, implementation, communication about, and monitoring of the policy and its established goals and objectives.

This policy applies to all students, staff, and schools in the School.

**NOTE: Will also include any relevant data or statistics from state or local sources supporting the need for establishing and achieving the goals in this policy.*

I. School Wellness Committee

Committee Role and Membership

The School will convene a representative School Wellness Committee (SWC) or work within an existing school health committee) that meets at least five times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and updated of this School-level wellness policy.

The SWC membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to parents and caregivers; students; representatives of the school nutrition program (ex. School nutrition director/Kitchen Manager); physical education teachers; health education teachers; school health professionals (ex. Health education teachers, school health services staff (i.e., nurses, physicians, dentists, health educators, and other allied health personnel who provide school health services), and mental health and social services staff (ex. superintendent, principal, vice principal), school board members; health professionals (ex., dietitians, doctors, nurses, dentists); and the general public.

Leadership

The Finance Director or designee(s) will convene the SWC and facilitate development of and updates to the wellness policy and will ensure each school's compliance with the policy.

The name(s), title(s), and contact information of this/these individual(s) is:

Name	Title	Email address	Role
Sean Beasley	Kitchen Manager	sbeasley@stelizabeth-school.org	Chair



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Anant Saran	Finance Director	asaran@stelizabeth-school.org	Member
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II. **Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement**

Implementation Plan

St. Elizabeth School (SES) will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions, and timelines specific to each school and includes information about who will be responsible to make what change, by how much, where, and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage, marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness. The School will use the [Healthy Schools Program online tools](#) to complete a school level assessment based on the Centers for Disease Control and Prevention's School Health Index, create an action plan that fosters implementation, and generate an annual progress report.

This wellness policy and the progress reports can be found at www.stelizabeth-school.org.

Record Keeping

SES will retain records to document compliance with the requirements of the wellness policy in the School kitchen office at 801 Argonne Dr. Baltimore, MD 21218. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating compliance with community involvement requirements, including (1) Efforts to actively solicit SWC membership from the required stakeholder groups; and (2) These groups' participation the development, implementation, and periodic review and updated of the wellness policy;
- Documentation of annual policy progress reports for each school under its jurisdiction; and;
- Documentation of the triennial assessment* of the policy for each school under its jurisdiction;



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- Documentation demonstrating compliance with public notification requirements, including: (1) Methods by which the wellness policy, annual progress reports, and triennia assessments are made available to the public; and (2) Efforts to actively notify families about the availability of the wellness policy.

Annual Progress Reports

SES will compile and publish an annual report to share basic information about the wellness policy and report on the progress of the School in meeting wellness goals. This annual report will be published around the same time each year June. This report will include, but is not limited to:

- The website address for the wellness policy and/or how the public can receive/access a copy of the wellness policy;
- A description of the School's progress in meeting the wellness policy goals;
- A summary of the School's events or activities related to wellness policy implementation;
- The name, position title, and contact information of the designated School policy leader(s) identified in Section I; and
- Information on how individuals and the public can get involved with the SWC.
- The annual report will be available in English.

SES will actively notify households/families of the availability of the annual report.

The SWC will monitor goals and objectives for specifically for schools and appropriate for each instructional unit (elementary or secondary OR elementary, middle, and high school, as appropriate) for each of the content-specific components listed in Sections III-V of this policy.

- *The School will track and annually report other related information, such as findings from good safety inspections, and aggregate participation in school meal programs, income reported from competitive food sales, fundraising revenues, and other such information, if applicable.*

Triennial Progress Assessments

At least once every three years, the School will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which the School is in compliance with the wellness policy;
- The extent to which the School's wellness policy compares to the Alliance for a Healthier Generation's model wellness policy; and
- A description of the progress made in attaining the goals of the School's wellness policy.



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The position/person responsible for managing the triennial assessment and contact information is Sean Beasley, Kitchen Manager: sbeasley@stelizabeth-school.org

The SWC will monitor schools' compliance with this wellness policy.

Revisions and Updating the Policy

The SWC will update or modify the wellness policy based on the results of the annual progress reports and triennial assessments, and/or as School priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new federal or state guidelines or standards are issues. **The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.**

Community Involvement, Outreach, and Communications

SES is committed to being responsive to community input, which begins with awareness of the wellness policy. The School will actively communicate ways in which representatives of SWC and others can participate in the development, implementation, and periodic review and updated of the wellness policy through a variety of means appropriate for SES. SES will also inform parents of the improvements that have been made to school means and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School Nutrition Standards. The School will use electronic mechanisms, such as email or displaying notices on the School's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The School will ensure that communications are culturally and linguistically appropriate to the community and accomplished through means similar to other ways that the School and individual schools are communication other important school information with parents.

III. Nutrition

Nutrition Policy

The link between nutrition and learning is well documented. Healthy eating patterns are essential for students to achieve their full academic potential, full physical and mental growth, and lifelong health and well-being. Healthy eating is demonstrably linked to reduced risk for mortality and development of many chronic diseases as adults. St. Elizabeth School has a responsibility to help students and staff members establish and maintain lifelong, healthy eating patterns. Well-planned and well-implemented school nutrition programs have been shown to positively influence students' eating habits.

This policy pertains to all foods and beverages made available to students from 7:00 a.m. until the end of the regular school day, including those sold a' la carte and in the school store.

School Meals

SES is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans*-fat per serving (nutrition label or manufacturers' specification); and to meet the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model health eating to support the development of lifelong health eating patterns, and support health choices while accommodating cultural food preferences and special dietary needs.

SES will participate in USDA child nutrition programs, including the National School Lunch Program (NSLP) and, the School Breakfast Program (SBP). SES is committed to offering school meals through the NSLP, and SBP programs and other applicable federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to students;
- Are serviced in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The School offers reimbursable school meals that meet USDA nutrition standards).
- Promote health food and beverage choices using the following Smarter Lunchroom Techniques:
 - Whole fruit options are displayed in attractive bowls or baskets (instead of chaffing dishes or hotel plans)
 - Sliced or cut fruit is available daily
 - Daily fruit options are displayed in a location in the line of sight and reach of students
 - All available vegetable options have been given descriptive/creative names
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetables with their meals
 - White milk is placed in front of other beverages in all coolers
 - Student surveys and taste testing opportunities are used to inform menu development, dining space décor, and promotional ideas
 - Student artwork is displayed in the service and/or dining areas

- Daily announcements are used to promote and market menu options

Menus will be posted on the School website or individual school websites and will include nutrient content and ingredients.

- Menus will be reviewed by a Registered Dietitian or other certified nutrition professional.
- School meals are administered by a team of child nutrition professionals.
- SES child nutrition program will accommodate students with special dietary needs, whenever feasible.
- Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meals and are seated (meets HSP Gold level). Students are service lunch at a reasonable and appropriate time of day.
- Participation in federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in the children's schools.

Staff Qualifications and Professional Development

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA Standards for Child Nutrition Professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day. The School will make drinking water available where school meals are served during mealtimes.

- Water cups/jugs will be available in the cafeteria if a drinking fountain or bottle filler is not present.
- All water sources and containers will be maintained on a regular basis to ensure good hygiene standards. Such sources and containers may include drinking fountains, water jugs, hydration stations, water jets, and other methods for delivering water).

Competitive Foods and Beverages

The School is committed to ensuring that all foods and beverages available to students on the school campus during the day to support health eating. The foods and beverages sold and served outside of the school meal programs (i.e. "competitive"



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foods and beverages) will meet the USDA Smart Snacks in School Nutrition Standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of health eating habits. A summary of the standards and information are available at <http://www.fms.usda.gov/healthierschoolday/tools-schools-smart-snacks>.

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools Nutrition Standards may be sold through fundraisers on the school campus during the school day. The School will make available to parents and teachers a list of health fundraising ideas (examples from the Alliance for a Healthier General and the USDA).

Nutrition Standards

The following specific nutrition standards pertain to all foods and beverages served or made available to students on campus in school meals, as a la carte items and as competitive foods.

1. Food Items Sold or Offered Individually:

a. Calories/Sugars/Sodium

- 1) Will have no more than 35% of its calories from fat (excluding nuts, seeds, peanut butter and other nut butters) and 10% of its calories from saturated and trans fat combined.
- 2) Will have no more than 35% of its weight from added sugars.
- 3) Will contain no more than 230 mg of 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 no more than 600 mg of sodium for pizza, sandwiches, and main dishes.

2. Fats and Fried Foods:

- a. Continuing since the first day of the 2019-2020 School Year, SES will not use frying as a method of on-site preparation for foods served as part of school meals.
- b. French fries and other fried potato products will not exceed 3 ounces per serving and will not be offered more than two times a week. Generally, all such products will be baked rather than fried.
- c. Foods that have been flash-fried by the manufacturer may be served but should be baked.



- d. Baked potato products (wedges, slices, whole, and new) that are produced from raw potatoes and have not been pre-fried, flash-fried or deep fat-fried in any way may be served without restriction.

3. Portion Sizes

The following maximum portion size restrictions pertain to all foods and beverages served or made available to students on campus with the exception of school meals, which are governed by USDA regulations:

Fruits and vegetables	portion size ¹ (oz)	price/portion ²	calories/portion ³	Snacks	portion size ⁴ (oz)	price/portion ²	calories/portion ³
Apples	5.2	0.36	77	Chocolate candy	0.9	0.24	262
Applesauce, jarred	4.6	0.22	100	Cookies	1.0	0.16	123
Bananas	4.1	0.18	102	Corn chips	1.0	0.21	140
Cantaloupe	3.5	0.38	33	Crackers	0.9	0.16	114
Fruit cocktail, canned*	4.4	0.31	71	Cupcakes	2.0	0.34	174
Grapes	3.0	0.32	59	Danish	2.6	0.47	271
Oranges, navel	3.8	0.20	53	Donuts	2.1	0.36	235
Peaches, canned*	4.4	0.31	68	Fruit rolls	0.8	0.28	82
Pineapple, canned*	4.4	0.26	75	Graham crackers	0.9	0.14	102
Plum*	2.9	0.25	38	Granola bars	1.1	0.30	119
Raisins*	1.3	0.19	109	Ice cream	3.8	0.39	196
Strawberries*	2.9	0.41	27	Muffins	3.3	0.83	369
Tangerines	4.8	0.51	72	Pizza, from frozen	3.3	0.63	252
Watermelon	8.7	0.25	74	Popsicles and bars	1 count	0.34	80
Broccoli florets*	1.6	0.18	12	Potato chips	1.1	0.27	169
Carrots, baby*	2.3	0.19	22	Pretzels	1.5	0.25	168
Celery*	2.1	0.16	10	Pudding, ready-to-eat	4.1	0.38	152
Red peppers*	2.6	0.60	23	Sandwich crackers	1.3	0.20	183
Sweet potatoes, cooked*	3.5	0.33	90	Toaster pastries	2.7	0.35	299
Tomatoes, grape/cherry*	3.2	0.55	16	Tortilla chips	1.2	0.21	161

- 4. Fruit and/or vegetables will be offered daily at breakfast and lunch. Frozen and canned fruits should be packed in natural juice, water, or light syrup.

Nutrition Promotion

Nutrition promotion and education have a positive influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage health nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also



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includes marketing and advertising nutrition foods and beverages to students and is most effective when implemented consistently through a comprehensive and multichannel approach by school staff and teachers, parents, students, and the community.

The School will promote 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 through at least:

- Implementing evidence-based health food promotion techniques through the school meal programs using Smarter Lunchroom Techniques
- Promoting foods and beverages that meet the USDA Smart Snacks in School Nutrition Standards. Additional possible promotion techniques that the School and individual schools may use are available at www.healthiergeneration.org/smartsnacks.

Nutrition Education

SES aims to teach, model, encourage, and support health eating by students. SES will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, and school gardens;
- Promote fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and health food preparation methods;
- Emphasize caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Link with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods, and nutrition-related community services;
- Include nutrition education training for teachers and other staff.
- Teaches media literacy with an emphasis on food marketing.
- Is part of not only health education classes, but also may be part of classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects

Essential Healthy Eating Topics in Health Education

SES will make available to teacher and/or in the cafeteria the following essential topics on healthy eating:



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- Food guidance from MyPlate
- Eating a variety of foods every day
- Eating more fruits, vegetable, and whole grain products
- Food safety
- Importance of eating breakfast
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully

USDA's Team Nutrition provides free nutrition education and promotion materials, including standards-based nutrition education curricula and lesson plans, posters, interactive games, menu graphics, and more.

Food and Beverage Marketing in Schools

SES is committed to providing a school environment that ensure opportunities for all students to practice healthy eating and physical activity behavior through the school day while minimizing commercial distractions. The School strives to teach students how to make informed choices about nutrition, health, and physical activity. These efforts will be weakened if students are subjected to advertising on School property that continues messages inconsistent with the health information the School is imparting through nutrition education and health promotion efforts. It is the intent of SES to protect and promote students' health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the School's wellness policy.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School Nutrition Standards.

Food advertising and marketing is defined as an oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. This term includes, but is not limited to the following:

- Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- Corporate brand, log, name, or trademark on school equipment, such as marquees, message boards, scoreboards, or backboards (Note: immediate replacement of these items are not required; however, schools will consider replacing or updating scoreboards or other durable equipment over time so that decisions about the replacement include compliance with marketing policy).



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- Corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment; as well as on posters, book covers, pupil assignment books, or school supplies displayed, distributed, offered, or sold by the School.
- Advertisements in school publications or school mailings.

IV. Physical Activity

Children and adolescents should participate in 60 minutes of physical activity every day. A substantial percentage of student' physical activity can be provided through a comprehensive, school-based physical activity program (CSPAP) that includes these components: physical education, recess, classroom-based physical activity, walk and bicycle to school, and out-of-school time activities, and the School is committed to providing these opportunities. Schools will ensure that these varied opportunities are in addition to, and as a substitute for, physical education (addressed in "Physical Education" subsection).

Physical activity during the school day (including but not limited to recess, physical activity breaks, or physical education) **will not be withheld or used** as punishment for any reason. The School will provide teachers and other school staff with a list of ideas for alternate ways to discipline students.

To the extent practicable, the School will ensure that its grounds and facilities are safe and that equipment is available to students to be active. SES will conduct necessary inspections and repairs.

Physical Education

SES will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong health habits, as well as incorporate essential health education concepts (discussed in the "Essential Physical Activity Topics in Health Education" subsection).

All students will be provided equal opportunity to participate in physical education classes. The School will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

Recess (Elementary)

All elementary schools will offer at least **20 minutes of recess** on all or most days during the school year. If recess is offered before lunch, schools will have



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appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built into the recess transition period/timeframe before students enter the cafeteria.

Outdoor recess will be offered when weather is feasible for outdoor play.

In the event that the School must conduct **indoor recess**, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable.

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active and will service as role models by being physically active alongside the students whenever feasible.

Physical Activity Breaks (Elementary and Secondary)

The School recognizes that students are more attentive and ready to learn if provided with periodic breaks when they can be physically active or stretch. Thus, students will be offered **periodic opportunities** to be active or to stretch throughout the day on all or most days during a typical school week. The School recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classroom time. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

The School will provide resources and links to resources, tools, and technology with ideas of physical activity breaks. ***Resources and ideas are available through USDA and the Alliance for a Healthier Generation.***

After School Activities

The School offers opportunities for students to participate in physical activity after the school day through a variety of methods. The School will encourage students to be physically active after school by:

- Offering intramurals, as appropriate, in a variety of sports;
- Offering school sponsored sports teams, such as basketball and cheerleading;
- Participating in a variety of seasonal Special Olympics competitions throughout the school year;
- Offering other clubs to include, but not be limited to skiing and running.

V. Other Activities that Promote Student Wellness



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The School will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The School will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

Teachers in the School are encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by the School's curriculum experts.

All efforts related to obtaining federal, state, or association recognition for efforts, or grants/funding opportunities for health school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the SWC.

Community Partnerships

The School will develop relationships with community partners (i.e. hospitals, universities/colleges, local business, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Promotion and Engagement

The School will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

As described in the "Community Involvement, Outreach, and Communications" subsection, the School will use electronic mechanisms (such as email or displaying notices on the School's website), as well as non-electronic mechanisms (such as newsletters, presentations to parents, or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Staff Wellness and Health Promotion

The School has a staff wellness committee that focuses on staff wellness issues, identifies and disseminates wellness resources, and performs other functions that support staff wellness. The committee leader's name is Sean Beasley.

The School will implement strategies to support staff in actively promoting and modeling health eating and physical activity behaviors. The School promotes staff member participate in health promotion programs and will support programs for staff members on health eating/weight management that are accessible and free or low-cost.

Professional Learning

When feasible, the School will offer professional learning opportunities and resources for staff to increase knowledge and skills about promoting health behaviors in the classroom and school (e.g. increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons in math class). Professional learning will help School staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing School reform or academic improvement plans/efforts.

Glossary:

Extended School Day: time during before and after school activities that includes clubs, intramural sports, band and choir practice, drama rehearsal, etc.

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

School Day: midnight the night before to 30 minutes after the end of the instructional day.

Triennial: recurring every three years.

Appendix A: School Level Contacts

School	Name	Title	Email Address	Role
St. Elizabeth School	Sean Beasley	Kitchen Manager	sbeasley@stelizabeth-school.org	Chair
St. Elizabeth School	Anant Saran	Finance Director	asaran@stelizabeth-school.org	Member