



## ARCHDIOCESE OF ST. LOUIS

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TO: Elementary and Secondary School Principals  
FROM: Stephanie Welling, Associate Superintendent  
RE: Individual School Wellness Plan  
DATE: October 2017

Since 2006, the schools of the Archdiocese of St. Louis have been making significant progress in addressing the issues related to childhood obesity and in meeting the HealthierUS School Challenge through the promotion of nutrition and physical activity. At that time, it was suggested that all schools should generate an individual school wellness plan that would provide good direction in addressing this serious issue. Schools generated these plans and significant steps were taken to improve the nutritional value of foods served in the school, from breakfast and lunch to food served at classroom parties. Steps were also taken to enhance the physical activity of students during the school day. There is no doubt that much has been accomplished over the past years. However, we need to remain vigilant and focused in regard to the issue of childhood obesity.

The Archdiocesan Health Advisory Committee members ask that each school carefully study and reflect on the indicators in the plan and assess how their school is addressing these indicators now and what steps their school might take in the coming years to improve in these areas. The Committee suggests that schools take the following steps during the 2017-18 school year in developing a new **Individual School Wellness Plan**:

- The principal shares the **Individual School Wellness Plan** with the school's Wellness Team. If this team does not exist, create a team to include such individuals as teachers, PE/health teacher, school nurse or nurse volunteer, a parent, and a member of the school cafeteria staff.
- The school's Wellness Team carefully evaluates how the school is addressing each indicator of the **Individual School Wellness Plan**. The members of the committee will mark:
  - "Yes" if the indicator is completely addressed, or
  - "No" if the indicator is only partially addressed or not addressed at all. A simple explanation for each indicator marked "No" should be placed on page 5 of the document. This explanation should include what will be done to address the indicator in the 2017-18 school year or why the indicator cannot be addressed.



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- The Wellness Team shares the completed plan with the appropriate members of the school community (faculty, staff, school board, parents, etc.) for further reflection and input.
- After receiving input from the community, the Wellness Team submits the **Individual School Wellness Plan** to the principal for approval and signature.
- The principal sends the signed document to Mrs. Julie Dwyer in the Catholic Education Office by November 17, 2017.
- These documents are kept on file in the Catholic Education Office.

As you and your Wellness Team work through the suggested steps, contact Mary Chrapek, Director of Government Programs, at 314.792.7323 if you have any questions or concerns. They will be happy to assist you in generating an **Individual School Wellness Plan** that hopefully will make a significant difference for all within your school community.

**Archdiocese of St. Louis**  
**Individual School Wellness Plan**  
**2017-18**

**School** St. Francis Borgia Grade School

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**Does the school offer a free/reduced breakfast/lunch or milk program funded by the federal government?**

- Yes      **(Note: If “Yes,” an Individual School Wellness Plan is required by Federal law.)**  
 No

**The school food service staff members are:**

- School/parish employees**  
 **Employees of a third party food service contractor**

If third party contractor is used, provide the name of the firm:

\_\_\_\_\_

**Directions for Completing the Individual School Wellness Plan**

1) Evaluate each indicator of the Individual School Wellness Plan and check the appropriate response to the indicators for the school for the 2017-2018 school year.

**YES: The school will completely meet this indicator for the 2017-2018 school year.**

**NO: The school will partially meet this indicator or will not meet this indicator at all for the 2017-18 school year.**

The school should **provide an explanation on page 5** of this report as to

- why the indicator cannot be met during the 2017-18 school year,
- when the indicator might be implemented in the future, or
- why the indicator can never be addressed at the school.

2) Attach a sample of a school menu to the Individual School Wellness Plan.

## **Nutrition Policy Indicators**

**Students are provided access to a variety of affordable, nutritious and appealing foods that meet the health and nutrition needs of students, and meet the nutrition requirements of the U.S. Dietary Guideline for Americans.**

**1. In the school cafeteria, the school (*choose YES or NO from the dropdown menu*):**

- 1.1 YES offers both fruits and vegetables daily.
- 1.2 YES serves only low-fat ( $\leq 1\%$ ) milk (flavored or unflavored).
- 1.3 YES ensures all grains are whole grain rich.
- 1.4 YES offers potable water (water that is safe to drink and meets the standards set by state or local authorities for drinking purposes) to students at no charge during the course of a meal service. (Access to a drinking fountain is acceptable.)
- 1.5 YES provides school food service staff with a training program on nutrition. (The school's third party contractor providing the training is acceptable.)  
**If "Yes", explain how/who provides the training:**  
DESE Summer Seminar, ongoing Webinars

**2. For food and beverages sold or provided individually (vending machines, snacks served during the school day or in after-care programs, and fundraisers (school stores, classroom parties, etc.), as well as during the breakfast or lunch programs, the school (*choose YES or NO from the dropdown menu*):**

- 2.1 YES serves water without caloric sweeteners, 100% fruit or vegetable juice, 100% fruit or vegetable juice diluted without water (with or without carbonation), and no added sweeteners, or low fat ( $\leq 1\%$ ) milk (flavored or unflavored).
- 2.2 YES does not serve soft drinks containing caloric sweeteners, sports drinks, iced teas, fruit-based drinks that contain less than 100% real fruit juice or that contain additional caloric sweeteners and/or caffeine.
- 2.3 serves food that includes:
  - a NA (Breakfast, if applicable):
    - Fruit** = 1 cup per day
    - Grains and Meat/Meat Alternate** = 1.4-2 grains per day plus 1-2 meat/meat alternate per day
    - Whole Grains** = all grains are whole grain rich
    - Milk** = 1 cup, fat content of milk to be 1% or less
  - b YES (Lunch):
    - Fruit and Vegetables** =  $\frac{3}{4}$  -1 cup of vegetables plus  $\frac{1}{2}$  -1 cup of fruit per day
    - Vegetables** = weekly requirement for dark green and orange vegetables and legumes and limits on starchy vegetables
    - Meat/Meat Alternate:** 1.6-2.4 oz equivalents (daily average over a 5-day week)
    - Grains:** 1.8-2.6 oz equivalents (daily average over a 5-day week)
    - Whole Grains:** all grains to be whole grain rich
    - Milk:** 1 cup, fat content of milk to be 1% or less.

- 2.4 YES offers a choice of at least two fruits and/or non-fried vegetables for sale at any location on the school site where foods are sold (including the options served as part of the lunch menu).
- 2.5 YES limits the sale of foods lacking nutritional value in fundraising activities (i.e. pizza, cookie, candy fundraisers)
- 2.6 YES promotes fundraising activities that include physical activity.

**Students are served in a clean, safe, and pleasant environment and are provided with an adequate amount of time to eat.**

**3. The school (choose YES or NO from the dropdown menu):**

- 3.1 YES provides students with at least 10 minutes to eat for breakfast and 20 minutes for lunch after sitting down.
- 3.2 YES schedules meal periods at appropriate times between 11 a.m. and 1 p.m.
- 3.3 YES does not schedule organizational or club meetings or activities for students during meal times unless students may eat during, before, or after such activities.
- 3.4 YES provides students access to hand washing or hand sanitizing before they eat meals or snacks.
- 3.5 YES limits the use foods or beverages, especially those not meeting nutrition standards, as rewards for academic performance or good behavior.
- 3.6 YES does not withhold food or beverages as a punishment.

## **Physical Activity Policy Indicators**

**Students in grades Kindergarten through 12 have opportunities, support, and encouragement to be physically active on a regular basis while in the school setting.**

**4. The school (choose YES or NO from the dropdown menu):**

- 4.1 YES makes sure that each student receives adequate physical education instruction on a weekly basis consistent with Catholic Education Office recommendations.
- 4.2 YES offers some extracurricular activity programs (intramural sports, interscholastic sports or physical activity clubs).
- 4.3 YES does not use physical activity (running laps, pushups) or withhold opportunities for physical activity (recess, physical education class) as punishment.

## **Nutrition Education and Physical Education Policy Indicators**

**Students are provided with nutrition education and physical education to foster lifelong habits of healthy eating and physical activity. Schools also establish links between health education and school meal programs, and with related community services.**

### **5. The school (choose YES or NO from the dropdown menu):**

5.1 YES offers at each grade level nutrition education that includes: the promotion of fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices.

5.2 YES includes classroom health education which complements physical education by reinforcing the knowledge and self-management skills needed to maintain a physically active lifestyle and to reduce time spent on sedentary activities, such as watching television.

5.3 YES offers healthy eating seminars for parents, send home nutrition information, and post nutrition tips on the school's website.

**If "Yes," provide examples:**

*Newsletters*

5.4 YES encourages parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet nutrition standards for individual foods and snacks.

5.5 YES supports parents' efforts to provide their children with opportunities to be physically active outside of school by sharing information about physical activity and physical education through a website, newsletter, or other take-home material, special events, or physical education homework.

5.6 YES makes sure that school-based marketing (promotion of foods through textbook covers, on scoreboards, etc.) is consistent with nutrition education and health promotion.

5.7 YES provides programs, activities or space to promote school staff health and wellness.

**List programs and activities provided, below:**

*Employee Discount to join YMCA*

*Professional Development Opportunities*

*Weight loss/exercise challenges*

*Organized walks*

For each indicator checked with “NO,” provide an explanation for why the school has chosen not to meet or cannot meet that indicator at this time (Add more sheets, if necessary.)

Step      Explanation

**Wellness Team Members:**

<b>Name:</b>	<b>Staff Position / Parent:</b>
<u>Linda Pahl</u>	<u>Principal</u>
<u>Debbie Williams</u>	<u>Secretary</u>
<u>Jennifer Hill</u>	<u>Business Manager</u>
<u>Ginna Christainsen</u>	<u>Volunteer Nurse/Parent</u>
<u>JoAnn Engelhard</u>	<u>Cafeteria Manager</u>
Suzy Brinkman	Volunteer Nurse/Parent

**Indicate the number of Wellness Team Meetings per year: 2 times**

A copy of the Individual School Wellness Plan should be signed by the principal, include a sample school menu, and sent by **November 17, 2017**.

Mail: Catholic Education Office  
Attn: Mrs. Julie Dwyer  
20 Archbishop May Drive  
St. Louis, MO 63119

- or -

Fax: 314.792.7340

- or -

Email: [jdwyer@archstl.org](mailto:jdwyer@archstl.org)

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**Signature of Principal/Administrator**

November 10, 2017  
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**Date**

**The required sample of a school menu is included with this Individual School Wellness Plan.**