

Wellness Meeting/ Insurance Meeting

Oct. 09, 2018 4:00

Elementary School Media Center

In attendance: Diane Michael, Ben Teeters, Barb Goode, Ray Purdin, Amy Vance, Nicole Shawhan, Katie Greer, Jerry Walker

1. Wellness Policy Review (8510)
  - a. Many revisions were made to policy 8510 to be recommended to the BOE for approval at the November Board of Education meeting.
  - b. Concussion course – suggested that all staff should participate in a course that address signs of a concussion. Public School Works (PSW) has a course that will be loaded onto the staff course list.
2. Healthy Snacks-
  - a. Classroom parties must abide by the wellness policy about serving only healthy snacks to students. If anyone has questions about if a snack is on the “healthy snack” list, they can contact Jessica Walker, Food Service Director.
3. Fuel Up to Play 60
  - a. Fuel Up to Play 60 is one way for HCS to meet the requirements of our Wellness policy. We need to encourage students to fill out the forms and participate in the Fuel Up to Play 60 program.
4. Other –
  - a. Insurance notes:
    - i. SCOIC – Ohio PPO Connect NEW INSURANCE COMPANY 1-1-19
    - ii. Our new insurance company enrollment process will start on 10/26/2018. We will provide assistance, to staff, on our PD day 10/26/2018.
    - iii. HSA payment for October, November, and December 2018 will be ¼ of your previous yearly total HSA amount.
      1. You should see the October, November, December HSA contribution on your October 15 pay stub.
        - a. (example: if you received \$2,000 toward your HSA in the past you will receive \$500 ...and then in January 2019 receive \$2,000)
    - b. There will be a HRA set up for staff over 65 who are registered with Medicare and take the school health insurance.
    - c. Life insurance – If you are over the age of 70, there will be a reduction in the amount of the life insurance policy...See Ben Teeters with questions.

Next Meeting December 6, 2018

Wellness Meeting

Dec. 7, 2016 at 2:30

High School Conference Room

Diane Michael v Michele Williams Jessica Jones v Laura Johnson Larry Lyons

Guests: Joe Turner, Kyle Haines, Jarrod Haines, Jason Snively

1. Policy Review
  - a. The policy will be posted on the Cafeteria Web page
  
2. Healthy Snacks
  - a. Teacher/Bus Drivers/Classrooms – teachers will NOT give candy as a reward or incentive
  - b. The Food Service Director will provide a list of items that comply with Smart Snacks and send to all employees
  - c. Parties – The Food Service Director will have available, to parents and staff, Smart Snack choices that can be purchased from the cafeteria for parties. Look for upcoming pre-packaged birthday packages for parents to have delivered to their child's classroom; this is an option in lieu of cupcakes and other non-Smart Snack items.
  - d. At home – The Food Service Director will keep the web page up-to-date with information for parents and community.
  
3. Cafeteria Webpage – will be kept up-to-date by the Food Service Director
  
4. Other –
  - a. Barnhouse Center – Mr. Rich will work with Mr. Snively, principal, to get a water machine in place by the opening date of the facility (Jan. 1, 2017)
  - b. The Food Service Director will work on arranging for fruit to be available to students using the Barnhouse Center after school.

Next Meeting in March.

Wellness Committee Meeting  
Agenda  
12/9/15  
8:00 a.m. HES conference room

In attendance:

Diane Michael	<u>  X  </u>
Michele Williams	<u>  X  </u>
Jessica Jones	<u>  X  </u>
Pam Hollon	<u>  X  </u>
Laura Johnson	<u>  X  </u>

1. Review: newsletters and policy
  - a. Elementary has a monthly newsletter that has wellness tips each month.
  - b. The Wellness and Food Service Policies were reviewed.
  - c. Need to get wellness items on our school website
    - i. Food Service has an elaborate website as a link on the District web page. We need to get information out to stakeholders about the site.
    - ii. Food Service sends out letters to families about Free Breakfast that shares the positive impact of breakfast.
2. Bio Screening re-cap and EPCwellness.org progress
  - a. Bio Screening went well – held at each building for convenience of staff
  - b. EPCwellness.org site – need more staff to take advantage of the wellness incentives of this site. (only for those who have UHC health insurance)
3. Cafeteria Report
  - a. Cost of free breakfast is not covered by amount of state reimbursement
  - b. 3 choices for lunch for elementary students
  - c. Fresh fruit offered daily
  - d. Veggie Bar is going well (started this last school year)
4. PE report
  - a. All P.E. teachers need to have concussion training (every 3 years) and a certificate of completion on file.
  - b. EMIS reporting is due at the end of each school year to EMIS coordinator
  - c. A health curriculum is not taught to elementary students. What are next steps about teaching health? Michele Williams will work on getting 10 minute videos for exercise in the mornings (for next meeting in April).
5. Other:
  - a. CPR training and AED training will need to be every 2 years for Administrators.
  - b. The district will try to train 100% of staff every 2 years in CPR and AED
  - c. Diane will work on getting a flier with after school programs and contacts to the Enrollment Office. This flier will be to help new families enrolling in our district to know of extra-curricular activities that are offered in Hillsboro.

Reported by Diane Michael

Wellness Committee Report  
1/15/14 8:00 @ HES Conference Room

In attendance:

Diane Michael, ✓  
Tracy Mathews, ✓  
Laura Johnson, ✓  
Michele Williams,  
Jerry Walker,

1. Reviewed the HES newsletters
  - a. Wellness Tips. The Wellness Tips will be on the remained of the year newsletters.
2. Bio Screening re-cap
  - a. Successful 54 staff were screened
  - b. 36 Flu shots were administered
  - c. Daily Feats can be used by all staff (UHC)
3. Cafeteria Report:
  - a. District % of Free/Reduced count is around 50%
  - b. Tracy is willing to present at Opening Day 2014-15 about menu and updates about the food service.
  - c. Tracy talked in great detail about a-la-cart and the new vegetable bar☺
  - d. We talked about healthy choices for “parties” and Diane will work on getting a list to the staff to share with parents.
4. PE report
  - a. No report due to Michele not in attendance.
5. Healthy Life Screening:
  - a. I will have the Healthy Life people call Laura Johnson and she will talk to them about their screenings and then we will proceed.

Reported by Diane Michael

Wellness Committee Report  
10/15/14  
8:00 a.m. HES Conference Room

In attendance: Diane Michael ✓, Jerry Walker ✓, Michele Williams ✓, Jessica Jones ✓  
Laura Johnson

1. Wellness Policy 8510

Concerns:

- a. "Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards-based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives"
    - i. Health curriculum is taught in middle school and nutrition is included....but why is health not taught in elementary school?
  - b. D2 pg 3 of 5 : "Create an environment that reinforces the development of healthy eating habits, including offering the following healthy foods that comply with USDA dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards".
    - i. How do we reinforce healthy eating habits?
2. News letter
- a. Elementary News letter contains a Healthy Habits corner each month.
3. Elementary Walk-a-thon – successful way to fund raise for the elementary school.
4. Cafeteria web page – needing updating – Jessica is working on the web page.
5. How is "movement during the day" being reinforced.
- a. This question will be addressed with the principals to help improve this issue.
6. Jessica Jones gave an up-date on food service:
- a. percentage of Free/Reduced meals being served, veggie bags at the high school are successful, serving of fruit daily at the high school is a welcomed addition.
7. How can the wellness committee involve student in this committee.
- Meeting are before or after school...could invite the NHS president
8. Community Involvement
- a. The need to invite parents to the meeting was discussed. The use of ONE CALL or newsletters to let community know of the Wellness Committee meetings.
9. Candy for rewards –
- a. Note the policy that states candy is not to be given by staff as a reward, but items brought in by parents can be served to students. Encouraging healthy options for parents to provide for parties and possibly purchased from the cafeteria was discussed.
10. Fund raising – any fund raising that deals with food items must be approved by Food Service Director if being sold during the day.

Reported by Diane Michael

Wellness Committee Meeting  
Agenda/Minutes 10-9-13  
8:00 am. HES conference room

In attendance:

Diane Michael, ✓

Michele Williams, ✓

Jerry Walker, ✓

Tracy Mathews, ✓

Laura Johnson ✓

1. Review of Policy

The committee went through the Wellness policy #8510 and found the following issues:

- Need to help the elementary school provide more nutrition education to their students.
  - Solution: Send all the elementary teachers the new website from food service. It has many sites that elementary teachers could use to pull nutrition information from.
  - Solution: On the monthly newsletter, from the elementary school, add a nutrition corner with tips for “Healthy Kids”.
  - Issue with lunch room noise. – suggestion of letting the students have some freedom to talk during their lunch time. Realizing that students need to eat their lunch, but should not be required to eat in silence. (This was documented in the Food Service report from their state inspection.)
  - Candy being given out for rewards – teachers will be made aware that the district signs off that only “healthy” snacks will be given to students by staff members for rewards/snacks.
  - Recess time being used as a punishment – Remind teachers that students should not lose their recess due to not having their homework, taking a test, or for negative behavior (unless students are to walk during the “time-out”).

Other suggestions by the committee:

- Physical Activity on Wednesday mornings during the “late start” time. (example: High/Middle School student having an exercise class in the gym. Elementary students having activity in the gym – hoola-hoops, jump rope, etc)
- BMI web site for parents/students to check their child’s BMI ([www.keepkidshealthy.com](http://www.keepkidshealthy.com)) and putting the food service website in newsletters.
- Tracy Mathews will get the paperwork she sends to ODE about serving healthy snacks out to teachers and have them sign off that they understand their role in promoting healthy eating.
- Recruit community members to belong to the wellness committee.
- Meet in January to see how the committee is doing on the suggestions listed above.

2. Review of administrative guidelines – these will be look at next meeting.

3. Bio Metric Screening dates- a hand out was give to the committee on the Oct. dates for the Bio Metric Screening.

4. Cafeteria Report- Tracy reported on state mandates for food service.

5. P.E. report – Michele reported on the end of year EMIS reports and what it mean for PE classes.

6. Other- Next meeting Jan. 15, 2014

Wellness Committee Report  
4/18/2012  
4:00  
HES Conference Room

In attendance: Diane Michael, Jerry Walker, Rick Earley, Michele Williams.

Items Discussed:

1. Students carrying water bottles during the school day- Elementary classrooms have water fountains in their room, so the need for individual water bottles is not a need. High/Middle School students do not have access to water in the classrooms, but concerns about carrying water bottles throughout the school day did present some concerns. This topic will be discussed in the future.
2. Breakfast for All – this seems to be a success and will be continued for the rest of the school year and then evaluated this summer to determine next steps for the 2012-13 school year.
3. Food to be sent home with students – There is a local church group that is looking into what is needed to get a program in place to send food home with students. As a school district, it is not allowable to send “left overs” home with students from the cafeteria.
4. The amount of student in sports – It was estimated that about 30% of our students are involved in some kind of sports through school sponsored activities. This is a concern and will be evaluated in the future.
5. Cafeteria – It was suggested that the food service department display the serving size, calorie count, carb, proteins counts for food that is being served. (This is being looked into and will be on the web under WELLNESS, in the near future.)
6. Website – It was suggested that there be a WELLNESS link on our website. This site would house community wellness events, menu specs (carbs, proteins, serving size, calorie count...), and other WELLNESS information for staff, students, and community.
7. Policy 8510 – our district policy was reviewed and no changes were made.

Reported by Diane Michael

## Hillsboro City School District Bylaws & Policies

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### 8510 - WELLNESS

As required by law, the Board of Education establishes the following wellness policy for the Hillsboro City School District as a part of a comprehensive wellness initiative.

The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research suggests that there is a positive correlation between a student's health and well-being and his/her ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

Schools alone, however, cannot develop in students healthy behaviors and habits with regard to eating and exercise. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits.

The Board sets the following goals in an effort to enable students to establish good health and nutrition habits:

- A. With regard to nutrition education, the District shall:
  - 1. Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards-based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives.
  - 2. The District shall provide information to parents that is designed to encourage them to reinforce at home the standards and benchmarks being taught in the classroom.
  
- B. With regard to physical activity, the District shall:
  - 1. **Physical Education**
    - a. A sequential, comprehensive physical education curriculum shall provide students with opportunities to learn, practice, and be assessed on developmentally



appropriate knowledge, attitudes, and skills necessary to engage in lifelong, health-enhancing physical activity.

- b. Planned instruction in physical education shall meet the needs of all students, including those who are not athletically gifted.
- c. Planned instruction in physical education shall be presented in an environment free of embarrassment, humiliation, shaming, taunting, bullying or harassment of any kind.
- d. On an annual basis, physical education teachers shall review and affirm receipt of the Ohio Department of Health's concussion information sheet.
- e. Physical Education teachers shall remove from class participation any student who exhibits signs, symptoms, or behaviors consistent with having sustained a concussion or head injury. The Principal and/or teacher shall notify parents or guardians about the possible concussion or head injury.
- f. Any student who has been removed from physical education class participation because s/he has exhibited signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to physical education class until the student's condition is assessed by a physician, and the physician gives the student written clearance that it is safe to return to class.

2. **Physical Activity**

- a. Physical activity and movement shall be integrated when possible, across the curricula and throughout the school day.
- b. The school shall encourage families and community organizations to help develop and institute programs that support physical activities of all sports.

C. With regard to other school-based activities the District shall:

- 1. Provide attractive, clean environments in which the students eat.

2. Student, parents, and other community members shall have access to, and be encouraged to use, the school's outdoor physical activity facilities outside the normal school day.
- D. With regard to nutrition promotion, the District shall:
1. encourage students to increase their consumption of healthful foods during the school day.
  2. create an environment that reinforces the development of healthy eating habits, including offering the following healthy foods that comply with the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards.

The District nutrition department will promote and encourage Farm to School efforts in order to provide the healthy foods identified above.

Rewarding children in the classroom should not involve candy and other foods that can undermine children's diets and health and reinforce unhealthy eating habits. A wide variety of alternative rewards can be used to provide positive reinforcement for children's behavior and academic performance.

Furthermore, with the objectives of enhancing student health and well being, and reducing childhood obesity, the following guidelines are established for the food service program:

- A. In accordance with Policy [8500](#), entitled Food Service, the food service program shall comply with Federal and State regulations pertaining to the selection, preparation, consumption and disposal of food and beverages, including but not limited to the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards, as well as to the fiscal management of the program.
- B. As set forth in Policy [8531](#), entitled Free and Reduced Price Meals, the guidelines for reimbursable school meals are not less restrictive than the guidelines issued by the U.S. Department of Agriculture (USDA).
- C. The food service program shall strive to be financially self-supporting; however, if it is necessary to subsidize the operation, it will not be through the sale of foods with minimal nutritious value.

The Board designates the Superintendent as the individual charged with operational responsibility for measuring and evaluating the District's implementation and progress under this policy. The Superintendent shall develop administrative guidelines necessary to implement this policy.

The Superintendent shall appoint a District-wide Wellness Committee that includes parents, students, representatives of the school food authority, educational staff (including physical education teachers), school health professionals, members of the public, and school administrators to oversee development, implementation, evaluation and periodic update of this policy. The Wellness Committee shall be an ad hoc committee with members recruited and appointed annually.

The Wellness Committee shall be responsible for:

- A. assessment of the current school environment;
- B. review of the District's Wellness policy;
- C. presentation of the Wellness policy to the Board for approval;
- D. measurement of the implementation of the policy; and
- E. recommendation for the revision of the policy, is necessary.

Before the end of each school year, the Wellness Committee shall recommend to the Superintendent any revisions to the policy it deems necessary and/or appropriate.

The Superintendent shall report annually to the Board on the Wellness Committee's progress and on its evaluation of the policy's implementation and areas for improvement, including status of compliance by individual schools and progress made in attaining the policy's goals.

The Superintendent is also responsible for informing the public, including parents, students and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall post the policy on the District's website, including the Wellness Committee's assessment of the policy's implementation.

42 U.S.C. 1751, Sec. 204  
42 U.S.C. 1771  
7 C.F.R. Parts 210 and 220

Revised 10/16/13  
Revised 10/22/14

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Wellness Meeting

Oct. 19, 2017 3:45 Minutes

Elementary School Media Center

Diane Michael v Jessica Jones v Michele Williams v Larry Lyons v Katie Greer

Guests: Jacob Zink, Pam Hollon, Tamera Reed,

1. Policy Review
  - a. Policy was reviewed (2014) no revisions suggested
  
2. Healthy Snacks
  - a. Snacks for Birthday/Holidays...could these be purchased from the Cafeteria?
  - b. Walk-a-thon snacks....snow cones
  
3. Cafeteria Webpage
  - a. Tom-a-Hawk truck
    - i. Summer feeding was a success☺
  - b. Grant for \$10,000 Fuel Up to 60
  
4. Other –
  - a. Fitness Activities for Staff – after school Yoga, Biggest Loser Contest, Barnhouse Center hours

Next Meeting in May 2018

# Hillsboro City School District

## Bylaws & Policies

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