



DIOCESE OF PITTSBURGH'S NUTRITION AND
PHYSICAL ACTIVITY POLICIES

DRAFT

Revision #5
August 3, 2006

NUTRITION AND PHYSICAL ACTIVITY POLICY

The Department for Catholic Schools Diocese of Pittsburgh promotes healthy students by supporting the Nutrition Guidelines for Competitive Foods in Pennsylvania as a part of the total learning environment. Schools are encouraged to provide a healthy environment where students learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, schools contribute to the basic health status of students. Improved health optimizes student performance potential.

The Catholic schools in the Diocese provide a comprehensive learning environment for developing and practicing appropriate lifelong behaviors. The entire school environment, not just the classroom, shall be aligned with healthy goals to positively influence a student's understanding, beliefs and habits as they relate to good nutrition and regular physical activity.

The Catholic schools in the Diocese are encouraged to support and promote proper dietary habits contributing to students' health status and academic performance. All foods available on school grounds and at school-sponsored activities during the instructional day should meet or exceed the nutrition standards. Foods should be served with consideration toward nutritional integrity, variety, appeal, taste, safety and packaging to ensure high-quality meals.

Schools are advised to make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price meals. Toward this end, the Schools are encouraged to utilize electronic identification and payment systems, promote the availability of meals to all students; and/or use nontraditional methods for serving meals, such as "grab-and-go" or classroom breakfast.

The Department for Catholic Schools Diocese of Pittsburgh has developed its local policy through the work of a committee comprised of representatives of the Principals Advisory Council, parents, leaders in food/exercise authority and employees. Locally, the principal will designate an individual to monitor implementation and evaluate the implementation of the policy and will report annually to the Catholic Schools Office regarding the effectiveness of this policy.

Specific Nutrition and Physical Activity Goals

- *Appendix A*
 - Nutrition education and promotion3
- *Appendix B*
 - Physical activity4
- *Appendix C*
 - Other school-based activities5
- *Appendix D*
 - Nutrition guidelines for all foods available on campus.....7
- *Appendix E*
 - Plan for measuring implementation11

Approved _____ Date _____

Reviewed _____ Date _____

Revised _____ Date _____

Resource: Iowa Association of School Boards - Volume 19, Number 2 - October 21, 2005

Legal Reference: Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 *et seq.* (2005)
Child Nutrition Act of 1966, 42 U.S.C. 1771 *et seq.*,

Cross Reference: 504.6 Student Activity Program
710 School Food Services

NUTRITION EDUCATION AND PROMOTION

The Department for Catholic Schools Diocese of Pittsburgh will promote nutrition education and engage in nutrition promotion that

1. is offered at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;
2. is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences and elective subjects;
3. includes enjoyable, developmentally appropriate, culturally relevant participatory activities, such as contests, promotions, taste-testing, farm visits and school gardens;
4. promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, healthy food preparation methods and health-enhancing nutrition practices;
5. emphasizes caloric balance between food intake and physical activity;
6. links with meal programs, other foods and nutrition-related community services; and,
7. includes training for teachers and other staff.

PHYSICAL ACTIVITY

Daily Physical Activity

The Department for Catholic Schools Diocese of Pittsburgh will promote physical activity that

1. is daily (The Centers for Disease Control and Prevention recommends at least 150 minutes a week for elementary students and 225 minutes a week for middle and high school students);
2. is for all students in grades K-12 for the entire school year;
3. includes students with disabilities, students with special health-care needs may be provided in alternative educational settings; and,
4. engages students in moderate to vigorous activity during at least 50 percent of physical education class time.

Daily Recess

Elementary schools should provide recess for students that

1. is at least 20 minutes a day;
2. is preferably outdoors;
3. encourages moderate to vigorous physical activity - verbally and through the provision of space and equipment; and,
4. discourages extended periods (i.e., periods of two or more hours) of inactivity.

When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active.

Optional Issues

Physical Activity Opportunities after School

After-school child care and enrichment programs will provide and encourage—verbally, and through the provision of space, equipment and activities—daily periods of moderate to vigorous physical activity for all participants.

OTHER SCHOOL-BASED ACTIVITIES

Integrating Physical Activity into Classroom Settings

For students to receive the nationally recommended amount of daily physical activity and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond the physical education class. Toward that end, the Department for Catholic Schools Diocese of Pittsburgh will encourage schools to

1. offer classroom health education that 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;
2. discourage sedentary activities, such as watching television, playing computer games, etc.;
3. provide opportunities for physical activity to be incorporated into other subject lessons; and,
4. encourage classroom teachers to provide short physical activity breaks between lessons or classes, as appropriate.

Optional Issues

Communication with Parents

The Department for Catholic Schools Diocese of Pittsburgh will support parents' efforts to provide a healthy diet and daily physical activity for their children. The Department for Catholic Schools Diocese of Pittsburgh will encourage schools to

1. offer healthy eating seminars for parents, send home nutrition information, post nutrition tips on school web sites and provide nutrient analyses of school menus;
2. encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the established nutrition standards for individual foods and beverages;
3. provide parents a list of foods that meet the Department for Catholic Schools Diocese of Pittsburgh's snack standards and ideas for healthy celebrations/parties, rewards and fundraising activities;
4. provide opportunities for parents to share their healthy food practices with others in the school community;
5. provide information about physical education and other school-based physical activity opportunities before, during and after the school day;
6. support parents' efforts to provide their children with opportunities to be physically active outside of school; and,
7. include sharing information about physical activity and physical education through a web site, newsletter, other take-home materials, special events or physical education homework.

Food Marketing in Schools

School-based marketing will be consistent with nutrition education and health promotion. The Department for Catholic Schools Diocese of Pittsburgh will encourage schools to

1. limit food and beverage marketing to the promotion of foods and beverages that meet the nutrition standards for meals or for foods and beverages sold individually;
2. prohibit school-based marketing of brands promoting predominantly low-nutrition foods and beverages;
3. promote healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products; and
4. market activities that promote healthful behaviors (and are therefore allowable) including: vending machine covers promoting water; pricing structures that promote healthy options in a la carte lines or vending machines; sales of fruit for fundraisers; and coupons for discount gym memberships.

Staff

The Department for Catholic Schools Diocese of Pittsburgh values the health and well-being of every staff member and will plan and implement activities and policies that support personal efforts by staff to maintain a healthy lifestyle. Each school will be encouraged to

1. establish and maintain a staff committee composed of at least one staff member, School administrator, local hospital representative, dietitian or other health professional, recreation program representative, union representative and employee benefits specialist;
2. develop, promote and oversee a multifaceted plan to promote staff health and developed by the staff committee;
3. base the plan on input solicited from employees and outline ways to encourage healthy eating, physical activity and other elements of a healthy lifestyle among employees.

NUTRITION GUIDELINES FOR ALL FOODS AVAILABLE ON CAMPUS

School Meals

Meals served through the National School Lunch and Breakfast Programs will adhere to the Nutrition Guidelines for Competitive Foods in Pennsylvania. They will

1. be appealing and attractive to children;
2. be served in clean and pleasant settings;
3. meet, at a minimum, nutrition requirements established by local, state and federal law;
4. offer a minimum of (3) fruits and (3) vegetables a day;
5. serve milk daily;

Schools should:

1. engage students and parents, through taste-tests of new entrees and surveys, in selecting foods offered through the meal programs in order to identify new, healthful and appealing food choices; and
2. share information about the nutritional content of meals with parents and students. (The information could be made available upon request.

Breakfast

To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn, schools will be encouraged to

1. operate the breakfast program, to the extent possible;
2. arrange bus schedules and utilize methods to serve breakfasts that encourage participation, including serving breakfast in the classroom, “grab-and-go” breakfasts or breakfast during morning break or recess, to the extent possible;
3. notify parents and students of the availability of the School Breakfast Program, where available; and,
4. encourage parents to provide a healthy breakfast for their children through newsletter articles, take-home materials or other means.

Meal Times and Scheduling

The Department for Catholic Schools Diocese of Pittsburgh encourages schools to

1. provide students with at least 10 minutes to eat after sitting down for breakfast and 20 minutes after sitting down for lunch;
2. should schedule meal periods at appropriate times, e.g., lunch should be scheduled between 11 a.m. and 1 p.m.; should not schedule tutoring, club or organizational meetings or activities during mealtimes, unless students may eat during such activities;
3. will schedule lunch periods to follow recess periods (in elementary schools);
4. will provide students access to hand washing or hand sanitizing before they eat meals or snacks; and,
5. should take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia or high tooth decay risk).

Qualification of Food Service Staff

Qualified nutrition professionals will administer the meal programs. As part of the Food Service Management's responsibility to operate a food service program, the Food Service Management will

1. provide continuing professional development for all nutrition professionals; and,
2. provide staff development programs that include appropriate certification and/or training programs for child nutrition directors, nutrition managers and cafeteria workers, according to their levels of responsibility.

Foods Sold Outside the Meal (e.g. vending, a la carte, sales)

All foods and beverages sold individually outside the reimbursable meal programs (including those sold through a la carte [snack] lines, vending machines, student stores or fundraising activities) during the school day, or through programs for students after the school day, will meet the following nutrition and portion size standards:

Beverages

- **Allowed:** water or seltzer water without added caloric sweeteners; fruit and vegetable juices and fruit-based drinks that contain at least 50 percent fruit juice and that do not contain additional caloric sweeteners; unflavored or flavored low-fat or fat-free milk and nutritionally equivalent nondairy beverages (as defined by the USDA).
- **Not allowed:** soft drinks containing caloric sweeteners; sports drinks; iced teas; fruit-based drinks that contain less than 50 percent real fruit juice or that contain additional caloric sweeteners; beverages containing caffeine, excluding low-fat or fat-free chocolate milk (which contain minimal amounts of caffeine).

Foods

A food item sold individually:

1. kindergarten through fifth grade will have no more than (5) ala carte items in total
2. will have no more than 35 percent of its calories from fat (excluding nuts, seeds, peanut butter and other nut butters) and 10 percent of its calories from saturated and trans fat combined;
3. will have no more than 35 percent of its weight from added sugars;
4. will contain no more than 230 mg of sodium per serving for chips, cereals, crackers, french fries, baked goods and other snack items; will contain no more than 480 mg of sodium per serving for pastas, meats and soups; and will contain no more than 600 mg of sodium for pizza, sandwiches and main dishes; and,
5. will include a choice of at least two fruits and/or nonfried vegetables for sale at any location on the school site where foods are sold.

Examples: Food items could include, but are not limited to, fresh fruits and vegetables; 100 percent fruit or vegetable juice; fruit-based drinks that are at least 50 percent 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).

Portion Size

Limit portion sizes of foods and beverages sold individually to those listed below:

- 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 bakery items;
- Four fluid ounces for frozen desserts, including, but not limited to, low-fat or fat-free ice cream;
- Eight ounces for non-frozen yogurt;
- Twelve fluid ounces for beverages, excluding water and milk; and,
- The portion size of a la carte entrees and side dishes, including potatoes, will not be greater than the size of comparable portions offered as part of meals. Fruits and non-fried vegetables are exempt from portion-size limits.

Fundraising Activities

To support children's health and school nutrition-education efforts, school fundraising activities during the instructional day will not involve food or will use only foods that meet the above nutrition and portion size standards for foods and beverages sold individually. The Department for Catholic Schools Diocese of Pittsburgh encourages fundraising activities that promote physical activity.

Snacks

Snacks served will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. Schools will assess if and when to offer snacks based on timing of meals, children's nutritional needs, children's ages and other considerations. The Committee will make available a list of healthful snack items to teachers, after-school program personnel and parents.

If eligible, schools that provide snacks through after-school programs will pursue receiving reimbursements through the National School Lunch Program.

Rewards

Food will not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (ie., guest chef, field trip to a farm or farmers market, etc.).

Celebrations

Schools should evaluate their celebrations practices that involve food during the school day. The Diocese of Pittsburgh Schools Office will disseminate a list of healthy party ideas to parents and teachers.

Food Safety

All foods made available on campus adhere to food safety and security guidelines.

- All foods made available on campus comply with the state and local food safety and sanitation regulations. Hazard Analysis and Critical Control Points (HACCP) plans and guidelines are implemented to prevent food illness in schools.
http://www.fns.usda.gov/tn/Resources/servingsafe_chapter6.pdf
- For the safety and security of the food and facility, access to the food service operations are limited to child nutrition staff and authorized personnel.

Summer Meals

Schools in which more than 50 percent of students are eligible for free or reduced-price meals will sponsor the Summer Food Service Program for at least six weeks between the last day of the academic school year and the first day of the following school year, and, preferably, throughout the entire summer vacation.

PLAN FOR MEASURING IMPLEMENTATION

Monitoring

The superintendent will ensure compliance with established Department for Catholic Schools Diocese of Pittsburgh-wide nutrition and physical activity policies.

In each school:

- the principal will ensure compliance with those policies in the school and will report on the school's compliance to the superintendent; and,
- food service administration will ensure compliance with nutrition policies within food service areas and will report on this matter to the superintendent or principal.

In the Department for Catholic Schools Diocese of Pittsburgh:

- the Department for Catholic Schools Diocese of Pittsburgh will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes. If the Department for Catholic Schools Diocese of Pittsburgh has not received a SMI review from the state agency within the past five years, the Department for Catholic Schools Diocese of Pittsburgh will request from the state agency that a SMI review be scheduled as soon as possible;
- the superintendent will develop a summary report every three years on Department for Catholic Schools Diocese of Pittsburgh-wide compliance with the Department for Catholic Schools Diocese of Pittsburgh's established nutrition and physical activity policies, based on input from schools within the Department for Catholic Schools Diocese of Pittsburgh; and,
- the report will be distributed to all school nutrition and physical activity committees, parent/teacher organizations, principals and health services personnel in the Catholic Schools Diocese of Pittsburgh.

Policy Review

To help with the initial development of the Department for Catholic Schools Diocese of Pittsburgh's nutrition and physical activity policies, each school in the Department for Catholic Schools Diocese of Pittsburgh will conduct a baseline assessment of the school's existing nutrition and physical activity environments and practices. The results of those school-by-school assessments will be compiled at the Department for Catholic Schools Diocese of Pittsburgh level to identify and prioritize needs.

Assessments will be repeated annually to help review policy compliance, assess progress and determine areas in need of improvement. As part of that review, the Department for Catholic Schools Diocese of Pittsburgh will review the nutrition and physical activity policies and practices and the provision of an environment that supports healthy eating and physical activity. The Department for Catholic Schools Diocese of Pittsburgh, and individual schools within the Department for Catholic Schools Diocese of Pittsburgh will, review and revise the nutrition and physical activity policies and develop work plans to facilitate their implementation.

Local Wellness Policy Checklist

Instructions

- Schools are required to implement their Local Wellness Policy no later than the first day of the school year beginning after June 30, 2006. The Pennsylvania Department of Education (PDE) will provide all Local Education Agencies (LEA) with a designated due date. Please do not submit the Wellness Policy prior to the designated due date. Policies will need to be submitted in hard copy using traditional mail delivery.
- Schools are required to complete the Local Wellness Policy Checklist in the areas designated as “To Be Completed By The Local Education Agency.” The LEA must submit this completed checklist along with their Local Wellness Policy. Signatures are required on page 3.
- This Checklist is designed as an electronic form. Please complete the required information in the “To Be Completed By The Local Education Agency” sections using a computer. Lines will expand as you type the required information. Please note the character limits in several of the questions.

To Be Completed By The Local Education Agency

1. Local Education Agency Name Diocese of Pittsburgh
2. Type of Sponsor:
 - Public School
 - Charter School
 - Career and Technical School/Vo-Tech
 - Intermediate Unit
 - Private School
 - RCCI
 - Other (please describe-100 character limit) Catholic Schools
3. PEARS Agreement Number (See School Food Service for this number) 300027640
4. Number of Buildings within this LEA:
 - 3 High Schools/Senior Highs
 - Middle Schools/Junior Highs
 - 69 Elementary Schools
 - K – 12 (one building)
 - Other (please describe)
5. Did the LEA assess the school environment prior to developing the policy?
 - Yes No
 - If yes, what assessment tool did you use:
 - School Health Index (CDC)
 - Keystone Healthy Zone (PANA)
 - School Improvement Checklist (USDA)
 - Other (please describe-100 character limit) Local survey / assessment

Local Wellness Policy Checklist

To Be Completed By The Local Education Agency

6. If the LEA is already doing positive things to promote student wellness, did the LEA ensure that those activities are captured in the Local Wellness Policy? Yes No

7. Did the LEA use the Pennsylvania School Boards Association (PSBA) Model Wellness Policy Template? Yes No

8. Has the policy been adopted by the School Board, Joint Operating Committee, etc.?
 Yes No
If no, please provide explanation (200 character limit) _____

9. Who has lead responsibility for ensuring that the Local Wellness Policy is being implemented (check all that apply)?

Superintendent

Assistant Superintendent

Business Manager

Curriculum Coordinator

School Nurse

Food Service Director

Teacher (please describe-75 character limit) _____

Other (please describe-75 character limit) Michael Killmeyer - Educational Consultant

10. Did the following individuals participate in the development of the Local Wellness Policy (check all that apply)?

Parents

Students

School Food Authority

Administration

School Board

Public

Other (please describe-75 character limit)

11. Do the goals for nutrition education apply to all buildings and grade levels within the LEA? Yes No

12. Do the goals for physical activity apply to all buildings and grade levels within the LEA? Yes No

13. Do the goals for other school-based activities apply to all buildings and grade levels within the LEA? Yes No

Local Wellness Policy Checklist

To Be Completed By The Local Education Agency

14. Is the LEA using the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools?

Yes (If the LEA is using the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools exactly as they were written by PDE, the LEA does not need to submit their nutrition guidelines to PDE.)

If yes, select which year is being implemented (check all that apply)

A Place to Start

Better

Best

No, however the LEA only made minor modifications to the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools. (If the LEA modified the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools, the nutrition guidelines that the LEA developed must be submitted to PDE.)

Select which year is being implemented (check all that apply)

A Place to Start

Better

Best

Provide comments describing modifications (500 character limit): _____

No, the LEA made significant modifications to the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools or developed its own nutrition guidelines. (If the LEA modified or is not using the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools, the nutrition guidelines that the LEA developed must be submitted to PDE.)

Local Wellness Policy Checklist

To Be Completed By The Local Education Agency

General Comments from LEA (optional)

General Comments regarding LEA's Local Wellness Policy (500 character limit): _____

Signatures (required)

Name of Lead Person Responsible for Implementation		
Name (Print)	Signature	Date
Michael C. Killmeyer		
District Superintendent or Chief Administrative Officer		
Name (Print)	Signature	Date
Robert L. Paserba		

Local Wellness Policy Checklist

To Be Completed By The Pennsylvania Department of Education

Nutrition Guidelines

1. Does the policy indicate the LEA is using the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools?

Yes

If yes, select which year is being implemented (check all that apply)

A Place to Start

Better

Best

No, however the LEA only made minor modifications to the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools. (Complete chart below.)

Did the LEA submit a copy of their nutrition guidelines?

Yes No

No, the LEA made significant modifications to the Nutrition Guidelines for Competitive Foods in Pennsylvania Schools or developed its own nutrition guidelines. (Complete chart below.)

Did the LEA submit a copy of their nutrition guidelines?

Yes No

	Do these guidelines pertain to all buildings/grade levels within the LEA?	Do these nutrition guidelines promote student wellness and the reduction of childhood obesity?
Ala Carte Foods		
Ala Carte Beverages		
Vending Foods		
Vending Beverages		
Fundraisers (available during the school day)		
Classroom Parties/Holiday Celebrations		
Rewards		
School Store Foods		
School Store Beverages		
Faculty Lounges		

Goals for Nutrition Education

2. Number of goals selected ____

3. Does each goal promote student wellness? Yes No

4. Do the goals apply to all buildings and grade levels within the LEA? Yes No

5. Is each goal measurable? In other words, will it be possible to determine if the goal is being achieved? Yes No

Goals for Physical Activity

6. Number of goals selected ____

7. Does each goal promote student wellness? Yes No

8. Do the goals apply to all buildings and grade levels within the LEA? Yes No

9. Is each goal measurable? In other words, will it be possible to determine if the goal is being achieved? Yes No

Goals for Other School Based Activities

10. Number of goals selected ____

11. Does each goal promote student wellness? Yes No

12. Do the goals apply to all buildings and grade levels within the LEA? Yes No

13. Is each goal measurable? In other words, will it be possible to determine if the goal is being achieved? Yes No

General Comments Regarding LEA's Local Wellness Policy(500 character limit): _____
--

PDE Sign Off	
Reviewed By:	Date:
<input type="checkbox"/> Approved <input type="checkbox"/> Corrective Action Plan Required (CAP)	
CAP Due Date:	
Follow-Up Review By:	Date:
<input type="checkbox"/> CAP Approved <input type="checkbox"/> CAP Disapproved	