

WELLNESS ACTION PLAN - AR 2.7(d)(3)

Purpose

The District is committed to fostering holistic growth and development for every student and one of its initiatives is to improve student success and well-being by creating and fostering a culture of wellness that results in healthy behaviors among students, staff, and the district's community.

The District is committed to student wellness as a vital component of its educational program and in doing so believes the following:

- Students need healthy food and opportunities to be physically active in safe, clean, and hygienic schools;
- Good health fosters student attendance and achievement;
- A strong district wellness plan has a positive, lasting effect on students, faculty, and staff;
- Community participation is essential in the development and implementation of a successful wellness program;
- Students should receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students should have opportunities to be physically active before, during and after school;

Scope

The Executive Director of Operations shall develop and maintain a Wellness Plan for detailed guidance and support of the District's goals for wellness. The Plan shall:

- include all elements required by any applicable law or regulation (including the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy, Hunger-Free Kids Act of 2010);
- be developed in accordance with procedures set forth below; and
- be consistent with written policies and regulations of the District.

Oversight

The Superintendent designates the Executive Director of Operations as the District's "Wellness Advocate." This designee is responsible for the updates and management of the Wellness Plan which includes developing and revising the plan, monitoring compliance with it, and assessing progress toward its goals.



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Wellness Team

The Wellness Advocate shall establish a District “Wellness Team” that meets at least four times per year to develop recommendations regarding the Wellness Plan. The Wellness Advocate shall consult with the Wellness Team on all aspects of the plan, including its development and implementation and any revisions.

The Wellness Plan shall establish rules for the composition and functioning of the Wellness Team. While preserving appropriate flexibility, the rules should ensure representation from a broad array of stakeholders including students, parents, health and nutrition professionals, physical education and health instructors, and school administrators.

At a minimum, the Wellness Plan shall include enforceable requirements and specific, measurable goals.

Nutrition Standards

The District shall serve foods and beverages that meet the nutrition recommendations of the U.S. Dietary Guidelines for Americans.

The District shall provide rules and guidance for all food and beverages sold to students on campus during the school day, snacks, food rewards, and fundraisers.

Nutrition Education

To the extent possible, schools shall incorporate nutrition education into the curriculum at all levels according to state standards.

Nutrition Promotion

The District shall provide guidance and rules for food and beverage marketing on campus.

Farm to School

To the extent possible, the District shall support the integration of goals and practices from the Farm-to School program.

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Physical Activity

Schools shall provide students in grades PreK-12 with opportunities, support, and encouragement to engage in physical activity on a regular basis.

Safe Routes to School

The District shall work with the Decatur Active Living department to promote the “Safe Routes to School Program”

School Environment

Schools shall provide safe, clean, and hygienic restrooms.

Plan Evaluation and Assessment

The Wellness Advocate shall prepare a report assessing the District’s compliance with the Wellness Plan at least once every three years. The report shall be distributed by means reasonably calculated to reach interested stakeholders. The report must measure implementation of the Wellness Plan and include the following at a minimum:

- As assessment of the extent to which schools are in compliance with the Wellness Plan;
- An assessment of the extent to which the Wellness Plan compares to model local school wellness policies;
- A description of the progress made in attaining the goals of the Wellness Plan;
- Proposed updates to the Wellness Plan based on the assessment;

The Wellness Advocate shall maintain records to document compliance with the Wellness Plan and this Administrative Regulation. Records that must be retained to ensure compliance include:

- Written copies of the Wellness Plan and any revisions.
- Documentation demonstrating compliance with community involvement requirements, including the requirement to make annual reports and triennial assessments available to the public.
- Documentation of the triennial assessment of the Wellness Plan for each school.

Questions about this regulation should be directed to the Executive Director of Operations.

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Appendix - Wellness Plan

CSD Wellness Plan

City Schools of Decatur is committed to build the foundation for all students to be their best, achieve their dreams and make a world a better place.

The City Schools of Decatur believes that success extends beyond academic achievement and in developing the whole child to become responsible, life-ready, global citizens.

The City Schools of Decatur is committed to fostering holistic growth and development for every student and one of its initiatives is to improve student success and well-being by creating and fostering a culture of wellness that results in healthy behaviors among students, staff, and the district's community.

City Schools of Decatur recognizes that social, emotional, and physical wellness as well as balance between school and personal life of students and staff is vital to student success, growth, development, and productivity and will strengthen the District's leadership commitment to wellness approaches as integral to all decisions impacting student success.

This plan establishes goals and procedures to ensure that:

1. Students in the District have access to healthy foods throughout the school day, both through reimbursable school meals and other foods available throughout the school campus in accordance with Federal and state nutrition standards;
2. Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
3. Students have opportunities to be physically active during the school day;
4. Schools engage in healthy nutrition, physical activity and other school based initiatives that promote student wellness;
5. School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
6. The community is engaged in supporting the work of the District in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
7. The District will establish and maintain an infrastructure for management, oversight, implementation, communication about and monitoring of the wellness policy and its established goals and objectives.

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The CSD Wellness Plan

1. Wellness Advocate

The Wellness Advocate is the Executive Director of Operations, Sergio Perez.

2. Wellness Team

The Wellness Team is established by the Wellness Advocate as an advisory group to provide recommendations regarding the scope and content of the CSD Wellness Plan and progress made toward meeting its goals. The wellness team will follow the guidelines set forth for CSD advisory groups.

2.1 Composition

2.1.1. The Wellness Advocate will chair the Wellness Team but will be a non-voting member. The Wellness Advocate will be responsible for assembling the Team and will use his or her best efforts to ensure that it includes at least one individual representing each of the groups listed below and no more than 20 members total. The Wellness Team will follow the district application and selection procedures for City Schools of Decatur advisory groups.

- a) A parent from each grade band (K-2, 3-5, 6-8, 9-12) not employed by CSD;
- b) A middle school student;
- c) A high school student;
- d) CSD Lead Nurse;
- e) CSD Nutrition Central Office Staff Member
- f) City of Decatur Active Living;
- g) A representative from The Wylde Center;
- h) A CSD school based administrator;
- i) A CSD physical education teacher;
- j) The CSD Director of Nutrition;
- k) The CSD Athletic Director;



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- l) The CSD Director of Transportation;
- m) A City of Decatur Community Member.

2.2 Charge

2.2.1. The Wellness Team will serve in an advisory capacity by making recommendations on issues defined by the Wellness Advocate. The Wellness Advocate will seek advice from the Wellness Team on all aspects of the Wellness Plan. Recommendations will be received before any plan or plan revision is distributed to the general public for comment. The team will operate by majority vote.

2.2.2. The Wellness Advocate will exercise independent judgment—informed by, but not determined by, the recommendation of the Wellness Team—in recommending any plan or plan revision or presenting any report to the Board.

2.3 Meetings

2.3.1. The Wellness Team will convene at least four times per school year to assess compliance with the Wellness Plan, monitor its performance, and recommend any revisions.

3. Nutrition Standards

It is the goal of the City Schools of Decatur to create a nutrition environment that supports students in making healthy choices. A healthy school nutrition environment provides students with nutritious and appealing foods and beverages, consistent and accurate messages about good nutrition, and ways to learn about and practice healthy eating.

3.1 School Meal Programs

Our school district is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams trans fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to help mitigate childhood obesity and support Farm to School efforts in order to improve to help students eat more nutritious foods, promote healthier lifelong eating and physical activity patterns, support local economy and farmers, and enhance interactive and experiential education activities for students that strengthen and reinforce health education.

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All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and Afterschool Snack Program. The District also operates additional nutrition-related programs and activities including Farm to School Program.

3.1.1. The City Schools of Decatur will offer school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- a) Are accessible to all students;
- b) Are appealing and attractive to children;
- c) Are served in clean and pleasant settings;
- d) Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations.

3.1.2. 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 meal and are seated.

AMMENDMENT APPROVED 5/11/21: It is the School Nutrition Department's goal to support schools so that the district wellness policy implementation is continually in compliance. However, the City Schools of Decatur Nutrition is operating during a time that has been named a pandemic. As a result, we are requesting board approval to temporarily suspend the required meal period length located in the current wellness policy during times such as national pandemics, local emergencies, state emergencies, and federal emergencies. This exception will be requested as a temporary adjustment due to our nation's current pandemic status.

3.1.3. Menus will be posted on the District website and menus will be created/reviewed by a CSD Nutrition.

3.1.4. School meals will be developed in conjunction with a team of child nutrition professionals.

3.1.5. Students will be served lunch at a reasonable and appropriate time of day.

3.1.6. The District will implement the following Farm to School practices:

- a) Local and/or regional products are incorporated into the school meal program;
- b) Each School will host a student garden;
- c) Each school will host F2S educational events related to gardening and nutrition education.

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3.2 Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day and throughout every school campus.

3.2.1. The City Schools of Decatur will:

3.2.2. The District will make drinking water available where school meals are served during mealtimes.

3.2.3. Ensure that water fountains are clean and properly maintained.

3.2.4. Provide access to water fountains, dispensers, and hydration stations throughout the school.

3.2.5. Allow students to have water bottles in class or to go to the water fountain if they need to drink water.

3.3 Competitive Foods and Beverages

The District is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating.

3.3.1. All foods and beverages sold and served outside of the school meal programs will meet or exceed the USDA Smart Snacks in School nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold. A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks.org>.

3.4 Celebrations and Rewards

3.4.1. All foods offered on the school campus, including classroom snacks brought by parents and food sold in fundraisers, will meet or exceed the USDA Smart Snacks in School nutrition standards.

3.4.2. The district will encourage healthy non-food ideas for celebrations.

3.4.3. Schools will encourage parents and teachers to provide healthy snacks and water if food is to be served during a celebration.

3.4.4. The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.

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3.4.5. The District will provide a list of foods and beverages that meet Smart Snacks nutrition standards via the school system website. Healthy party ideas are available from the Alliance for a Healthier Generation and from the USDA.

3.5 Rewards and Incentives.

3.5.1. Foods and beverages will not be used as a reward or withheld as punishment for any reason.

3.5.2. The District will provide teachers and other relevant school staff a list of alternative ways to reward children.

4. Fundraising Concessions.

The District is committed to ensuring that all foods and beverages available to students support healthy eating habits.

4.1 Fundraising and Event Concessions

4.1.1. School groups will be encouraged to follow healthy guidelines in their fundraising efforts.

4.1.2. The District will make available to parents and teachers a list of healthy fundraising and concession ideas.

5. Nutrition Promotion and Education

5.1 Nutrition Promotion

The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs.

5.1.1. City Schools of Decatur will ensure all foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards.

5.2 Nutrition Education

City Schools of Decatur teachers and staff will teach, model, encourage and support healthy eating by all students. This will be supported through teaching current nutrition standards throughout the curriculum.

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5.2.1. Schools will provide nutrition education for students and engage in nutrition promotion that:

a) Is designed to provide students with the knowledge and skills necessary to promote and protect their health;

b) Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;

c) Includes Farm to School activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens;

d) Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;

e) Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise); and

5.2.2. Each school will work collaboratively with the Nutrition department to ensure that nutrition education training is provided for teachers and other staff.

5.3 Food and Beverage Marketing

It is the intent of the District to protect and promote student's 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 District's wellness policy.

5.3.1. All 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, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

5.3.2. Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes 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. [i] This term includes, but is not limited to the following: a) Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.

b) Displays, such as on vending machine exteriors

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- c) Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items is not required; however, CSD will replace or update scoreboards or other durable equipment to the extent that is financially possible, over time, so that items are in compliance with the marketing policy.)
- d) 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 District.
- e) Advertisements in school publications or school mailings.
- f) Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As the City Schools of Decatur, School Nutrition Services and Athletics Department reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the CSD Wellness Plan.

6. Physical Activity

The City Schools of Decatur recognizes that Physical Activity is an important component during the day for all students. It promotes health and well being along with giving students an important break from academic study. The City Schools of Decatur is committed to providing opportunities for students to have time for physical activity every day.

6.1 Physical Activity During the School Day

6.1.1. Children and adolescents should participate in at least 60 minutes of physical activity every day (<https://www.cdc.gov/physicalactivity/basics/children/>).

6.1.2. As a general rule, physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment. The district will provide teachers and other school staff options for alternative ways to discipline students.

6.2 Physical Activity Outside of School Hours

The City Schools of Decatur recognizes the importance of teaching and promoting a healthy and active lifestyle. Activity outside of school is important to our students City Schools of Decatur. Being active is one of the strongest habits students can build for maintaining health and well being.

6.2.1. The City Schools of Decatur will promote and facilitate physical activity outside of the school day through organized sports. This is supported by the Athletics and Extra Curricular Activities Department as well as the Decatur Active Living Department.

6.2.2. Schools will support students in participating in after school sport programs, physical activity clubs or walk-and-bike to school programs.

6.3 School Facilities (play areas)

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

7. Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits. The curriculum will support the essential components of physical education.

1. All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.
2. All District elementary students in each grade will receive physical education for at least 60 minutes per week throughout the school year.
3. All District secondary students (middle and high school) are required to take the equivalent of one academic year of physical education.
4. The District physical education program will promote student physical fitness through individualized fitness and activity assessments (eg: the Presidential Youth Fitness Program or other appropriate assessment tool) and will use criterion-based reporting for each student.

5. Each school will provide health and physical education training at the elementary level for teachers and other staff where physical education is part of the classroom curriculum.

8. Unstructured Break Time (Recess)

8.1.1. All Schools will comply with Policy IEDA.

8.2 Unstructured Break Time (UBT)

Schools should consider Unstructured Break Time (UBT) an integral part of the day providing students an important break period during the day to promote physical activity and support academic success in the classroom.

8.2.1. If UBT is offered before lunch, schools will have 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.

8.2.2. Hand-washing time, as well as time to put away coats/hats/gloves, will be built in to the UBT transition period/timeframe before students enter the cafeteria or classroom.

8.2.3. Elementary schools will offer outdoor UBT when weather permits outdoor play.

8.2.4. In the event that the school or district must conduct indoor UBT, teachers and staff will follow the indoor UBT guidelines that promote physical activity for students, to the extent practicable. (Each school will maintain and enforce its own indoor UBT guidelines.)

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

9. Safe Routes to School

The City Schools of Decatur, in collaboration with the Safe Routes to School Program, will support active transport to and from school, such as walking or biking.

9.1 Biking or Walking to School

9.1.1. The District will encourage walking or biking to school by engaging in six or more of the activities below; including but not limited to:

- a) Designate safe or preferred routes to school
- b) Promote activities such as participation in International Walk to School Week, National Walk and Bike to School Week.
- c) Instruction on walking/bicycling safety provided to students.
- d) Promote safe routes program to students, staff, and parents via newsletters, websites, local newspaper.
- e) Use crossing guards.
- f) Use crosswalks on streets leading to schools.

10. Environment

The City Schools of Decatur recognizes that a healthy school facility is important for supporting the academic program. The City Schools of Decatur is committed to provide students and staff with clean and inviting facilities. Among other positive impacts, a clean and well-maintained school reduces absenteeism and increases academic performance.

10.1 Restrooms

10.1.1. The City Schools of Decatur will provide safe, clean and hygienic restrooms to foster personal responsibility.

10.1.2. Restrooms will be fully stocked with necessary supplies to support hygiene and cleanliness. Stocked supplies include tissue, soap, and hand towels.

10.2 School Facilities

10.2.1. The City Schools of Decatur will provide clean, well-maintained school facilities with a focus on maintenance and clean buildings.

11. Faculty and Staff

The City Schools of Decatur believes that it is important to support healthy practices with our employees. By supporting healthy practices for staff the district will see increases retention, productivity and job satisfaction.



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11.1 Staff Wellness

11.1.1. The department of Staff Services will work to promote health and well being in staff by providing opportunities for health screenings and other wellness initiatives.

12. Monitoring, Assessment, and Reporting

12.1 Annual Reports

The Wellness Advocate will prepare a report at least annually to inform stakeholders about the existence and contents of the Wellness Plan and to describe its goals and the measures being implemented to meet them. The report will be distributed by means reasonably calculated to reach interested stakeholders.

12.2 Triennial Assessments

The Wellness Advocate will prepare a report assessing the District's compliance with the Wellness Plan at least once every three years. The report will be distributed by means reasonably calculated to reach interested stakeholders. The report must measure implementation of the Wellness Plan and include the following at a minimum:

12.2.1. As assessment of the extent to which schools under the jurisdiction of the local educational agency are in compliance with the local school wellness policy;

12.2.2. An assessment of the extent to which the local educational agency's local school wellness policy compares to model local school wellness policies; and

12.2.3. A description of the progress made in attaining the goals of the local school wellness policy.

12.2.4. Proposed updates to the Wellness Plan will be informed by the assessment.

12.3 Monitoring and Oversight

The Executive Director of Operations (the Wellness Advocate) and the Executive Director of Schools will monitor and oversee the implementation of the CSD Wellness Plan.

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12.4 Recordkeeping requirement.

The Wellness Advocate will maintain records to document compliance with the Wellness Plan and this Board Policy EEE. Records that must be retained to ensure compliance include:

12.4.1. Written copies of the Wellness Plan and any revisions.

12.4.2. Documentation demonstrating compliance with community involvement requirements, including the requirement to make annual reports and triennial assessments available to the public.

12.4.3. Documentation of the triennial assessment of the Wellness Policy for each school within CSD.

MODEL POLICIES AND RESOURCES

1. Model Policies and Toolkits Alliance for a Healthier Generation, Model School Wellness Policy (Revised Sept. 2016) School Health Index (SHI)-A Self-Assessment and Planning Guide School Health Index (SHI)- Self-Assessment and Planning Guide

2. Competitive Foods and Beverages USDA, National School Lunch Program and School Breakfast Program: Nutrition Standards for All Foods Sold in School as Required by the Healthy, Hunger Free Kids Act of 2010, 81 Fed. Reg. 50132 (July 29, 2016) (“SMART SNACKS”) CDC-Institute of Medicine, Nutrition Standards for Foods in Schools: Leading the Way Toward Healthier Youth (National Academies Press, Virginia A. Stallings & Ann L. Yaktine, Eds., 2007) (Gold standard largely adopted in “Smart Snacks”)

3. Physical Education and Recess

4. Studies and other resources CDC-National Center for Chronic Disease Prevention and Health Promotion, Putting Local School Wellness Policies into Action: Stories from School Districts and Schools (2014) CDC, School Health Guidelines to Promote Healthy Eating and Physical Activity, 60 Morbidity and Mortality Report No. 5 (Sept. 16, 2011) Piekarz E, Schermbeck R, Young SK, Leider J, Ziemann M, Chriqui JF. School District Wellness Policies: Evaluating Progress and Potential for Improving Children’s Health Eight Years after the Federal Mandate. School Years 2006-07 through 2013-14. Volume 4. Chicago, IL: Bridging the Gap Program and the National Wellness Policy Study, Institute for Health Research and Policy, University of Illinois at Chicago, 2016, www.go.uic.edu/NWPSproducts.

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Related Board Policy: 2.7(d)(3)

Public Review and Feedback: 5/13/21 – 6/13/21 on CSD Website

Approved by Cabinet: 5/11/21

See Amendment 3.1.2 for emergency meal period length adjustment

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