



Revised: December 2014

DCPS Local Wellness Policy

Schools play a critical role in promoting student health. Studies have shown that school health programs can positively affect educational and health outcomes. In order to provide school environments that promote and protect student health, well-being, and ability to learn, The District of Columbia Public Schools (DCPS) will partner with community-based organizations and other government agencies to: (1) promote health education and healthy behaviors; (2) increase physical activity of students before, during and after the school day; (3) offer healthy food to students; (4) provide universal supports to families and school staff to meet student health requirements; and (5) increase the environmental sustainability of schools. The DCPS Local Wellness Policy (LWP) articulates how we plan to implement programming towards these five stated goals.

Local Wellness Policy Background

Through the 2004 Child Nutrition and Women, Infants, and Children (WIC) Reauthorization Act, U.S. Congress established a requirement that **all school districts with a federally funded school meal program develop and implement a local school wellness policy**. This legislation was reauthorized through the Healthy, Hunger-Free Kids Act of 2010.

The federal law requires that LWPs must, at a minimum: (1) include goals for nutrition education, physical activity, and other school-based activities that promote student wellness; (2) establish nutrition guidelines for all foods available on each school campus during the school day with the objectives of promoting student health and reducing childhood obesity; (3) require that local education agencies (LEAs) involve parents, students, representatives of the school food authority, school staff and administrators and the public, in the development, implementation and review of the school wellness policy; (4) require that LEAs inform and update parents, students, representatives of the school food authority, school staff and administrators and the public about the content and implementation of the local school wellness policy; and (5) require that LEAs periodically measure the implementation of the LWP, make the assessment available to the public, and designate one or more people to oversee implementation and ensure that each school complies with the LWP; and (6) require that guidelines for reimbursable school meals are not less restrictive than regulations and guidance applicable to schools meals issued by the Secretary of Agriculture. In 2010, DC enacted the Healthy Schools Act (HSA), placing additional requirements on the LWPs adopted by DCPS and public charter schools. The HSA states that LWPs should include goals for improving the environmental sustainability of schools, increasing usage of locally grown, locally processed and unprocessed foods from growers engaged in sustainable agricultural practices, and increasing physical activity. LWPs are to be revised once every three years. A copy shall be posted on each school's website if it has one, distributed to food service staff members, distributed to the school's parent/teacher organization if it has one, and made available in each school's office.

DCPS' LWP includes federal and district requirements along with DCPS' broader school health and wellness policies. A checklist of DCPS' LWP requirements for schools can be found on the next page, followed by the body of the DCPS LWP.

Contact us:

Questions about Health Education and Physical Education

DCPS Office of Teaching and Learning, Department of Health and Physical Education, 202-442-9439

Questions about School Meals and Vending Services

DCPS Office of Food and Nutrition Services, 202-442-5112 or food.dcps@dc.gov

Questions about Head Start Health Requirements

DCPS Office of Specialized Instruction, Division of Early Childhood Education, 202-698-1035

Questions about Recycling and LEED-Certified Schools

DC Department of General Services, 202-727-2800

Questions about Health Services, School Health Requirements and General LWP Questions

DCPS Office of Youth Engagement, Health and Wellness Team, 202-576-8654

Local Wellness Policy Checklist

Please ensure the following items are addressed in your school for the start of school, and work with your school's wellness council to implement the LWP in its entirety:

- Post the LWP on your school's **website** (if you have one),
- Post the LWP in your school's **front office**,
- Distribute the LWP to **food service** staff,
- Distribute the LWP to your school's **parent/teacher organization** (if you have one)
- K-5 Physical Education must occur at least 45 minutes per week. PK3 and PK4 may participate in the same 45 minutes per week. Health Education must occur at least 15 minutes per week and may take place during Physical Education; however, **schools will move towards the HSA requirement** of Physical Education being offered at least 150 minutes per week, and Health Education be offered at least 75 minutes per week (p. 6-7)
- Middle School (grades 6-8) Physical Education must occur at least 45 minutes per day for two quarters and Health Education must occur for 45 minutes per day for one quarter (three total quarters); however **schools will move towards the HSA requirement** of Physical Education being offered at least 225 minutes per week, and Health Education being offered at least 75 minutes per week (p.6-7)
- Ensure your students have at least **20 minutes of recess** per day, and that recess is not withheld from your students as punishment (p.8)
- Ensure that your school has completed the Let's Move, Active Schools Inventory and action plan **annually** (p.8)
- Schools will encourage participation in all meal programs offered through **outreach and promotion to students, families, and the community** (p.8)
- Ensure **all food available or sold on school grounds** meet USDA Smart Snacks in Schools and DC Healthy Schools Act (to include Healthier US Schools Challenge Gold Standard) nutritional standards (p.8-9)

- Elementary schools with **more than 40% of students** qualifying for free or reduced-price meals are required to operate Breakfast in the Classroom (BIC) (p.9)
- Secondary schools with **more than 40% of students** qualifying for free or reduced-price meals are required to offer alternative breakfast models (such as grab and go carts in high traffic areas) (p. 9)
- For Title I schools with PK3 and PK4 classrooms, ensure you are **implementing Family Style Meals** (p. 9)
- Ensure breakfast is available to all DCPS students until **9:15am everyday** (p. 11)
- Ensure your students have a **minimum of 30 minutes** to eat lunch, sufficient time during the lunch period for every student to pass through the food service line, and that meals are not withheld as punishment or used as an award (p. 10)
- Ensure that each student that requires special dietary accommodations has submitted a ***Students with Dietary Needs Form or Students with Philosophical or Religious Dietary Needs Form*** (p.11)
- Ensure that each student has submitted a completed Universal Health Certificate (UHC) and Oral Health Assessment (OHA) **annually** (p.12)
- Ensure that your school has at least **3 staff members, besides the nurse**, who are trained to administer medication to students (p. 12)
- Ensure that each student that needs to take medication or requires medical treatment, has submitted a ***Medication and Treatment Authorization Form and the Asthma Action Plan and/or Anaphylaxis Action Plan*** (where appropriate) (p. 12)
- Ensure that your school is **recycling according to the program provided by DGS** (p. 13)
- Ensure that your school has **established and maintained a wellness council** (p.15)

Section 1: Ensuring Quality Health Education, Nutrition Education, Physical Education, and Opportunities for Physical Activity

Health Education

At every grade level, DCPS ensures that students receive a sequential, comprehensive, and standards-based health education program. DCPS' program is taught by qualified and certified personnel, is based on the needs of students, and is designed to provide students with the knowledge and skills necessary to promote and protect their health. For grades K-5, Health Education must occur at least 15 minutes per week and may take place during Physical Education; however, schools will move towards the HSA requirement of Health Education be offered at least 75 minutes per week.

DCPS expects schools to provide the same amount to Pre-Kindergarten 3 (PK3) and Pre-Kindergarten 4 (PK4). At the middle school level (grades 6-8), Health Education must occur for 45 minutes per day for one quarter (three total quarters); however schools will move towards the HSA requirement of Health Education being offered at least 75 minutes per week. At the high school level, health education will be required for 0.5 credits. All health and PE teachers should be fully certified to teach. Before inviting a community partner in to assist with health education, schools will coordinate with DCPS' Health and Physical Education Department to ensure the community partner's curriculum aligns with the Office of the State Superintendent of Education's (OSSE) Health Education Standards.

Nutrition Education

One component of a comprehensive health education program is nutrition education. Schools will provide nutrition education that:

- is part of the health education course;
- is accessible to all students;
- is integrated into other content areas such as math, science, language arts, social sciences, and elective subjects (resources will be disseminated to teachers and other staff);
- includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, promotions, taste testing, farm visits, and school gardens;
- promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
- emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);
- links with DCPS' curriculum, school meal programs, other school foods, and nutrition-related community services and education programs;
- incorporates wellness nights into school programming;
- teaches media literacy with an emphasis on food marketing; and
- includes training for teachers, parents and community partners.

Physical Education

Physical education is an important part of the DCPS curriculum at every grade level. This program includes education in team, individual and cooperative sports, as well as aesthetic movement forms, such as dance, yoga or the martial arts.

DCPS recognizes Physical Education as an integral part of the academic program that is a “right” not a “privilege”, and should therefore not be withheld from students. Consequently, schools will provide the following for Physical Education:

- K-5 Physical Education must occur at least 45 minutes per week; however, schools will move towards the HSA requirement of Physical Education being offered at least 150 minutes per week. DCPS expects schools to provide the same amount to PK3 and PK4 students;
- Middle School (grades 6-8) Physical Education must occur at least 45 minutes per day for two quarters; however schools will move towards the HSA requirement of Physical Education being offered at least 225 minutes per week; and
- For high school students Physical Education is required for two semesters as part of the Carnegie Unit for graduation

Physical Education teachers will continue to implement a curriculum that connects and demonstrates the interrelationship between physical activity, good nutrition, and health.

- DCPS will continue to enhance the quality of physical education curricula and increase training of physical education teachers through site-based and mandatory district-wide staff development.
- All health and physical education teachers will be fully certified to teach health and physical education.
- An appropriate alternative activity to physical education shall be provided for students with disabilities that restrict participation in general physical education settings.
- Dedicated spaces will be provided for physical education.
- Physical education staff, in collaboration with the school administration, will appropriately limit the amount or type of physical exercise required of students during air pollution episodes and inclement weather conditions.
- Physical education will be integrated into other content areas such as math, science, language arts, social sciences, and elective subjects (such as outdoor education). Resources and professional development will be provided to teachers and other staff.
- Student fitness levels will be assessed through the use of the FITNESSGRAM physical fitness assessment tool for grades 4 and above.

Physical Activity

When students are physically active, they perform better academically, have better attendance, and show improved behavior. As students spend much of their time in schools, DCPS recognizes that the school environment is key to offering students opportunities to be physically active. Active schools incorporate physical activity before, during, and after the school day. Opportunities for physical activity include, but are not limited to, physical education, intramurals, interscholastic athletics, physical activity clubs, recess, and classroom-based physical activities.

Schools should ensure that:

- Physical education programs engage students in moderate to vigorous physical activity for at least 50% of class time;
- Recess time occurs daily, for at least 20 minutes;
- Recess provides students with organized discretionary time to engage in physical activity that helps them develop healthy bodies and enjoyment of movement;

- Mandatory physical activity (e.g., running laps, pushups) or the withholding of physical activity (e.g., recess, physical education) will not be used as punishment;
- Classroom teachers incorporate physical activity breaks into the academic schedule each day, such as *Brainbreaks*, *Jammin' Minutes*, *Energizers*, and *Take 10*;
- Provide opportunities for "active transport" (walking, skating, and biking to school); and that
- Let's Move, Active Schools inventory is completed in the first quarter. This will allow for an action plan to be drafted through the same system and focus on the individual school needs before, during and after school.

Additional opportunities for students to be physically active are available through DCPS' interscholastic athletic program. DCPS encourages student participation in intra and extramurals as an extension of physical education. This programming assists student-athletes in developing according to their individual interests and abilities. Athletic offerings can be found on the DCPS website: www.dcps.dc.gov.

School staff wellness promotes increased morale and behavior change among students. Staff should be encouraged to improve their health status by engaging in physical activity before, during, and after the school day which will demonstrate positive role modeling for students and contribute to a healthy school climate.

Section 2: Establishing Nutritional & Operational Guidelines for All Foods Served and Sold on Campus

DCPS provides healthy and nutritious meals and snacks to fuel students' minds and bodies so they are prepared to learn and achieve each day in order to make lifelong healthy decisions. Access to healthy foods is an important factor leading to academic success. The Office of Food & Nutrition Services (OFNS) ensures that all foods served through the National School Breakfast Program, National School Lunch Program, Family Style Meals Program, Fresh Fruit & Vegetable Program, Afterschool Snack Program, Afterschool Supper Program, Free Summer Meals Program, and vending machines (see section on vending machines below), meet and often exceed U.S. Department of Agriculture (USDA) and DC Healthy Schools Act (to include Healthier US Schools Challenge Gold Award Level) nutritional standards.

Schools will encourage participation in these meal programs through outreach and promotion of school meals to students, staff, families, and the community. This can include flyers, home mailings, website postings and other creative avenues of communication. Schools will limit students' ability to leave campus to obtain fast food for lunch or other meals. School staff should encourage students to participate in meal programs, and to taste food they may not have tried before. DCPS encourages the support of our child nutrition programs in additional ways such as creating after-school cooking clubs, planning farm visits, chef demos and cooking demonstrations, planting community/school gardens, and providing wellness resources to families.

In addition to the child nutrition programs, DCPS will help students make the healthy choice the easy choice by ensuring all food available or sold on school grounds meet USDA Smart Snacks in Schools and DC Healthy Schools Act (to include Healthier US Schools Challenge Gold Award Level) nutritional standards.

National School Breakfast Program (NSBP)

Schools will continue to operate a universal “Free for All” School Breakfast Program. Elementary schools with more than 40% of students qualifying for free or reduced-price meals will operate Breakfast in the Classroom (BIC) in every classroom. These schools can only operate a breakfast model other than BIC if their breakfast participation rate exceeds 75% daily attendance. Secondary schools with more than 40% of students qualifying for free or reduced-price meals are required to offer alternative breakfast models (such as grab and go carts in high traffic areas). OFNS will assist schools in planning and executing each breakfast model.

National School Lunch Program (NSLP)

Schools that collect Free And Reduced Meal (FARM) applications will strive for 100% household submission of applications to ensure every student that may qualify for free or reduced price meals receives this benefit. Students that qualify for free or reduced price meals will receive free meals. DCPS will 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. Towards this end, schools will utilize electronic identification systems (to include pinpads and card scanners) at the point of sale. Students will be offered vegetarian meals daily.

Family Style Meals (required for Title I PK3 and PK4 classrooms)

Family Style Meals is a requirement for all Title I PK3 and PK4 classrooms and is founded on developmentally appropriate best practices for early childhood students. Through Family Style Meals students begin to build critical healthy and nutritious habits that set a precedent for their overall health and development. During this time, the classroom teacher and paraprofessional should be engaging with students to create a positive and encouraging eating environment that continues important skill development. Family Style Meals are required to occur in the classroom unless other arrangements have been approved by the Early Childhood Education Division (ECED). After lunch, and using materials provided by the ECED, all teachers are to support students with tooth brushing to assist student development of proper oral hygiene skills.

Fresh Fruit & Vegetable Program (FFVP)

The Fresh Fruit and Vegetable Program provide students in participating schools with a taste of fresh fruits and vegetables outside of the meal programs. It is an effective and creative way of expanding the variety of fruits and vegetables that students experience. Schools participating in the FFVP will serve free fresh fruits and vegetables outside of the NSBP and NSLP meal periods but within the school day, and widely publicize the availability of the program within the school. School staff operating the program should encourage students to try the new fruits and vegetables and incorporate the program into educational content when possible.

After School Snacks and Suppers

After school snacks and suppers, when offered, will contribute to student diet and health by providing a well-balanced snack or supper during afterschool activities. Afterschool staff will implement the afterschool snack and supper programs with guidance and oversight from OFNS.

DC Free Summer Meals Program (FSMP)

DCPS sponsors the DC Free Summer Meals Program, serving free breakfast and lunch to all District of

Columbia students between the ages of 2 and 18. Meals are available to all students at operating sites, regardless of whether they are participating in school activities.

Meal Times and Scheduling

- Students will have sufficient time to eat breakfast, and all DCPS students will have access to breakfast until at least 9:15am everyday
- School lunch must be served between 10am – 2pm, and should plan so that there is enough time in-between breakfast and lunch
- Schools will ensure students have at least 30 minutes to eat lunch and sufficient time during the lunch period for every student to pass through the food service line. (Recommendation: no more than 60 students per serving line/point of sale machine for each 30 minute lunch period)
- Elementary schools will schedule lunch after recess periods whenever possible
- There must be two hours in-between the end of the last lunch period and the beginning of afterschool snack/supper service

All Food Available or Sold on School Grounds / Competitive Foods Standards

All beverages and snack foods provided by or sold in DCPS or provided by organizations partnering in our schools, whether through vending machines, a la carte lines, snack bars, school stores, or fundraisers must meet the USDA Smart Snacks in Schools and the DC Healthy Schools Act (to include Healthier US Schools Challenge Gold Award Level) nutritional standards.

- Schools will prohibit third parties other than school related organizations and school meal service providers from selling food or beverages of any type to students on school property from 90 minutes before the school day begins until 90 minutes after the school day ends
- Schools will not use food and beverages that do not meet the nutritional standards in classroom celebrations, or as incentives, prizes, or awards
- Schools will not use or withhold any food or beverage as reward or punishment
- Schools will only market and promote foods and beverages that meet the nutritional standards
- Schools will limit celebrations that involve food or beverages during the school day to no more than one party per class per month
- Schools will encourage teachers and families to only bring food and beverages that meet the following nutritional standards on school grounds, including in student lunches from home
- The requirements of this section do not apply to food and drinks available only to faculty and staff members, food provided at no cost by parents, food sold or provided at official after-school events and adult education programs, and food not consumed or marketed to students.

Nutritional Standards

Portion Size	<ul style="list-style-type: none"> • Snacks ≤200 calories • Entrees ≤350 calories 	
Grains	Must be whole grain rich (at least 51% whole grain)	
Fruit/Vegetables	<ul style="list-style-type: none"> • Dried fruit must have no added sweetener • Canned fruit must be packed in water or natural fruit juice 	
Beverages	Milk	<ul style="list-style-type: none"> • Limited to low fat or skim, non-flavored • ≤8oz. serving size
	Juice	<ul style="list-style-type: none"> • Must be 100% fruit/vegetable juice • Serving size: ≤6oz. Elementary and Middle Schools • Serving Size: ≤8oz. High Schools
	Water	Must be non-flavored, non-sweetened, non-carbonated, non-caffeinated
Fat	<ul style="list-style-type: none"> • Trans-fat free • ≤ 35% calories from total fat (excludes reduced fat cheese, seeds, and seed butters) • ≤ 10% calories from saturated fat (excludes reduced fat cheese, seeds, and seed butters) 	
Sugar	≤ 35% sugar by weight	
Sodium	<ul style="list-style-type: none"> • ≤ 200mg per side dish • ≤ 480mg per side dish 	
Misc.	No tree nuts or peanuts	

Vending Machines

Only OFNS may install and operate vending machines that students have access to. OFNS will ensure all beverages and snacks offered in vending machines meet or exceed nutritional standards. Vending machines that only adults have access to are strongly encouraged to also meet the same nutritional regulations so that school staff can help model healthy eating habits for students.

Creating a Safe Cafeteria Environment

Schools will provide adequate supervision in the cafeteria during all meal periods in order to provide a safe and comfortable environment for students to eat. School staff will encourage students to taste all of the food offered in the child nutrition programs.

Allergies/Dietary Restrictions

DCPS recognizes that students may have important and varied dietary needs and ensures that the dietary needs of every student are known and properly accommodated. Parents/guardians should fill out either the *Students with Dietary Needs Form* or the *Students with Philosophical or Religious Dietary Needs Form* and submit it to the school nurse every year. These forms can be found on the DCPS website: www.dcps.dc.gov. The following standards apply to all food served in our child nutrition programs and in vending machines operated by OFNS:

- Tree nuts and peanuts will not be served
- Pork will not be served in elementary schools and education campuses

Adult Meals

School staff are encouraged to model healthy eating habits for students and to only consume foods in front of students that meet the competitive food nutritional standards. Adults are encouraged to eat breakfast and lunch at DCPS. Adults can sign up for an adult meal account by going to the DCPS website, Food Services section. Once signing up for an account, add funds to your account and join us for a meal.

Adult Breakfast	\$3.00
Adult Lunch	\$4.00

Section 3: Health Services

DCPS provides universal supports to families and school staff to meet student health requirements. In order to meet student health needs, schools should ensure that each student is submitting a completed Universal Health Certificate (UHC) and Oral Health Assessment (OHA) annually. DCPS will work with community partners to bring health services to schools that can prevent health related absenteeism and promote positive healthy decision making. To this end, DCPS will support continued implementation of the School Nurse Program by partnering with the Department of Health (DOH) and Children’s National Medical Center (CNMC) to ensure that each DCPS school has nursing coverage to support the needs of all students. To meet student medication access needs, DCPS will also continue to partner with DOH and CNMC to train staff on how to safely administer medication to students. Every school should have three staff members trained, besides the nurse, who are trained to administer medication to students. Before administering medications to a student that needs to take medication or requires medical treatment, the school nurse will ensure that the student has a *Medication and Treatment Authorization Form* on file as well as an *Asthma Action Plan* and/ or *Anaphylaxis Action Plan* (where appropriate). These forms are available on the DCPS website: www.dcps.dc.gov. School-based health centers (SBHC) will bring the services of a doctor’s office to schools through a staff of health professionals who will provide comprehensive primary health services to students that are focused on the prevention, early identification and treatment of medical and behavioral concerns that interfere with a student’s learning. In addition, through these services, students will be provided with access to resources that are developmentally appropriate, and support sexual and reproductive health in a safe, supportive and inclusive environment.

As a part of the comprehensive sexual health services offered in DCPS, trained students and school staff will provide condoms to students, through the Wrap MC Condom Availability Program in every DCPS high school, and other selected secondary schools. Condoms also will be accessible through the School Nurse. In order to reduce student barriers to receiving STI/ HIV testing, promote healthy relationships, and provide access to support services, DCPS will partner with DOH to offer free screenings for sexually transmitted infections (STI) in every DCPS senior high school. DCPS will continue to expand the piloted HIV screenings offered during STI screening days to select DCPS senior high schools. These screenings will be voluntary and confidential to adhere to the District’s confidentiality laws and provide an inclusive environment for all students. DCPS encourages communication and involvement with family regarding health services. To this end, parents or legal guardians of students may exempt their children from receiving the screening by completing the opt-out letters that are mailed to families. In addition, during the day of the screening, students can choose whether or not to participate. Students will be notified of positive test results and offered the opportunity to receive treatments and counseling at schools.

In addition, the Early Childhood Education Division (ECE) partners with schools to operate the Head Start School Wide Model (HSSWM) in Title I PK3 and PK4 classrooms. Under this program there are three key health requirements that must be met per federal regulations. All students must:

- Receive a developmental and behavior screen within 45 days of their initial registration date,
- Receive a hearing and vision screen within 45 days of their initial registration date, and
- Must provide a complete DC Universal Health Certificate (UHC) and Oral Health Assessment (OHA) within 90 days of their registration date. Both forms must be current within 365 days of their registration date.

The ECE collaborates with OYE, Early Stages, school registrars, and school nurses in order to meet the above requirements. Also, per federal requirements, the ECE family services team works with families to follow-up and address any health concerns and provides support in accessing medical and dental care as needed.

Section 4: Increasing Environmental Sustainability of Schools

DCPS will utilize sustainable products in meal service so long as products are in alignment with school-wide waste disposal systems and are not cost-prohibitive. OFNS utilizes reusable products in schools with commercial dishwashing capabilities. As of 2010, all schools undergoing modernization are being equipped with commercial dishwashers as per OFNS's specifications. Disposables provided with meal services are either reusable or made of recycled materials, recyclable, and/or are easily compostable.

Additionally, DCPS will use regionally and sustainably grown foods whenever possible, and include education with students and families as a part of this process. There will be a public disclosure of where the food is grown and the promotion of local and sustainable foods.

- DCPS serves locally-grown, locally-processed, and unprocessed foods from growers engaged in sustainable agriculture practices whenever possible. Preference is given to fresh unprocessed agricultural products grown and processed in the District of Columbia, Maryland, and Virginia.
- 75% of all fruits and vegetables on FFVP menus will be seasonal for the months of August-November and April-June.
- 30% of salad bar menu items rotate to increase variety and seasonality
- 20% by cost of all food ingredients and products used in the making of meals are either locally-grown and/or locally-processed

DCPS will work with DC Department of General Services to communicate and support participation in the waste management program designed to achieve the targets on recycling and composting set in the HSA. The description of this program can be found on the DGS website at:

<http://dgs.dc.gov/page/healthy-schools>. Schools are encouraged to develop an environmental literacy plan for their schools. If funding is available, new DCPS school buildings will be LEED Gold certified, and all school buildings will use sustainable products in their cafeteria operations.

DCPS will support all school gardens and other school-based agricultural activities. DCPS will incorporate farm to school/food origin education into its standard curriculum.

DCPS will perpetuate successful models of school-based sustainability initiatives and share best practices, while using sustainable changes as a learning tool for students. DCPS will also encourage schools to utilize the data provided on the Build Smart DC website (www.buildsmartdc.com) to monitor their building's utility usage and to work towards decreasing it.

Section 5: Community Engagement

Community Involvement

In the spring and summer of 2011, DCPS convened a committee of school staff, parents, community members and local experts to garner their feedback on the current Local Wellness Policy and recommendations for the LWP's revision. Student feedback was also gathered through the OSSE's Youth Advisory Council. The committee reviewed and recommended revisions to the 2006 LWP to include community feedback and incorporate federal and local statutory requirements. In the winter and spring of 2014, a similar committee was convened again to develop recommendations for the revision of the 2011 LWP.

Keeping the Community Informed

DCPS will post the revised LWP on the DCPS website and promote the LWP with families. DCPS also will actively recruit stakeholders and community members to participate in any subsequent revision to the LWP.

Schools will keep their school community informed about the LWP by posting it in their front office, displaying it on their school's website, and sharing it with their food service staff and parent-teacher organization. Schools will also use parent resource centers to disseminate information about the LWP whenever possible. In addition, principals will actively engage parents in discussions about the LWP whenever possible in an effort to further promote the LWP, receive feedback, and encourage conversations about healthy behavior.

Additionally, DCPS should include and collaborate with other DC agencies and community organizations to coordinate development, distribution and promotion of the LWP. DCPS will coordinate with community organizations to develop standardized language and communication materials about the requirements and benefits of the LWP. These materials will be targeted for specific audiences (staff, parents, students, community members).

Schools will designate a point person in their school who may answer questions on the LWP. In a select few schools, the PEEL fellow, an initiative of the PEP grant, will serve as the Wellness champion in their building. DCPS will create guidance on how to implement a wellness council (consisting of staff, students, parents, community members) in schools to support the implementation of this plan, and distribute this guidance in various ways.

School-based Wellness Councils

Schools will establish and maintain a school-based wellness council. The council can be a free-standing group, a working group, or a sub-committee of a pre-existing school-based council/committee. On an annual basis, school-based wellness councils shall:

- *Convene at least 4 times per school year.* It is recommended that school-based wellness councils consist of a diverse group of individuals who are concerned with school health. This may include school staff, students, student’s family members, and community members. Examples of individuals that could comprise this council are :
 - Cafeteria staff
 - Community Partners
 - Custodians
 - Guidance Counselors
 - School- based Health Center Staff
 - LGBTQ Liaison
 - Parents
 - School Administration
 - School Nurse and other School-based Health Care Professionals
 - Students
 - Teachers, to include representation from the school’s Health and Physical Education department)
- *Assess the school’s wellness status.* Schools will use the following tools to assess the wellness status of the school:
 - School Health Profiles and Centers for Disease Control and Prevention (CDC) Profiles (if applicable)
 - FITNESSGRAM data collection
 - Healthy Schools Program Inventory (if applicable)
 - LMAS school inventory
 - OSSE Health Comprehensive Assessment System (CAS)
 - CDC Readiness Assessments (if applicable)
 - Other District data and priorities
- *Implement the LWP and provide feedback to DCPS.* School Wellness Councils will annually review the LWP and apply strategies to implement these policies. Based on implementation, the School Wellness Council will recommend new or revised health or wellness policies and activities to DCPS.
- *Create and Implement a Wellness Action Plan.* Schools will complete their LMAS inventory in the first quarter of the year in order to identify their areas of growth. Once completed, the action plan can be created in the same system. Principals are ultimately responsible for implementation of the LWP. Wellness Action Plans must include goals and school-based activities designed to promote student and school staff wellness based on the results of school assessment tools.

DCPS will work with existing partners, and other district agencies to provide professional development, toolkits, resources, and technical assistance to support the implementation of the LWP.

Section 6: Establish a Plan for Measuring the Impact and Implementation of the Local Wellness Policy

DCPS will monitor implementation and evaluation of the LWP. DCPS’ Office of Youth Engagement,

Health and Wellness Team, Office of Teaching and Learning, Health and Physical Education Team and Office of Food and Nutrition Services will annually review the LWP, and will update the LWP every three years. This process will include engagement of students, families and school staff to measure success.

DCPS will evaluate the LWP using existing data collection tools, such as, but not limited to:

- FITNESSGRAM data collection and analysis
- OSSE Health and Physical Education student assessments
- Nutritional and Operational Guidelines for Food:
 - Weekly school site visits
 - Student taste tests
 - Bi-annual schools administrator surveys
 - Annual National School Lunch Program Reviews
 - Annual After School Snack and Supper Reviews
 - Annual OSSE Administrative Review
 - OSSE DC Healthy Schools Act Site Visits
- Evaluation forms from staff professional development opportunities
 - DCPS will work to standardize these evaluations to capture what teachers and staff are taking away from the professional development sessions.

The OSSE will also monitor the status of LWPs in DCPS and the charter schools through the School Health Profiles and while conducting reviews and site visits.

Glossary of Acronyms

The following is a list of acronyms that are used throughout this Local Wellness Policy:

BIC	Breakfast in the Classroom	NSLP	National School Lunch Program
CNMC	Children’s National Medical Center	OHA	Oral Health Assessment
DCPS	DC Public Schools	OFNS	Office of Food & Nutrition Services
DGS	Department of General Services	OSSE	Office of the State Superintendent of Education
DOH	Department of Health	OYE	Office of Youth Engagement
ECED	Early Childhood Education Division	PEEL	Physical Education Emerging Leaders Fellowship
FARM	Free And Reduced Price Meals	PEP	Physical Education Program
FFVP	Fresh Fruit and Vegetable Program	PK3	Pre-Kindergarten 3
FSMP	Free Summer Meals Program	PK4	Pre-Kindergarten 4
HSA	Healthy Schools Act	SBHC	School-based Health Centers
HSSWM	Head Start School Wide Model	STI	Sexually Transmitted Infection
LEED	Leadership in Energy and Environmental Design	UHC	Universal Health Certificate
NSBP	National School Breakfast Program	USDA	U.S. Department of Agriculture