

**CHAPTER 2.00 - SCHOOL BOARD GOVERNANCE AND ORGANIZATION
SCHOOL BOARD PROCEDURES MANUAL**

FOR SCHOOL DISTRICT OF

WASHINGTON COUNTY

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COLLECTIVE BARGAINING AGREEMENTS

2.24+

The most current Collective Bargaining Agreements are on file in the Superintendent's office. The agreement(s) should be reviewed and the procedures contained within the agreement should be followed with respect to those individuals covered by the agreement and the activities addressed within the specific agreement.

REVISION DATE: 02/14/05

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SCHOOL BOARD ADOPTED PLANS

2.25+

The School Board adopted plans, manuals, and codes are available for review in the Superintendent's office. Each should be utilized in the implementation of the policy, plan, project, procedure, service, or activity related to it.

Revision Date: 02/14/05

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SCHOOL IMPROVEMENT AND EDUCATION ACCOUNTABILITY

The following procedures are to be followed to resolve any conflict regarding approval of the plan by the Board as required by School Board Policy 2.26(1)(v).

Upon approval by the School Advisory Council the School Improvement Plan will be submitted by the principal to the Superintendent who will review the plan and recommend it to the School Board.

If the Board declines to approve a plan, it shall state the elements within the plan found to be problematic and return the plan to the school advisory council along with suggested changes. The Superintendent will assign a staff member to work with the school advisory council. The staff member will assist the principal and school advisory council in the re-submission of the School Improvement Plan. The principal and school advisory council will re-submit a plan to the Board. If the Board declines to approve the School Improvement Plan as re-submitted, the Superintendent shall notify the Department of Education of the need for assistance.

Revision Date: 02/14/05

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COMPREHENSIVE EDUCATIONAL PLANNING

2.261+

The Superintendent shall maintain a continuing system of educational planning and budgeting designed to aid in identifying and meeting the educational needs of students and the public. The system shall be adopted by the School Board and shall be aligned with the budget adopted by the School Board.

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The procedures/guidelines for implementing this policy are contained within the policy document with the exception of the timeline and terms of membership and scheduled meetings, which follow:

- (a) Each school shall submit on or before October 1, each year the list of individuals who have been elected and/or selected to serve on the school advisory council, to the Superintendent for recommendation to the School Board.
- (b) The terms of appointment for the members shall be staggered so that no more than one-half of the membership changes each year.
- (c) The principal will determine the proportionate number of council members for each peer group from each school community served for the purpose of achieving an appropriately balanced council.
- (d) Any vacancy on the council shall be filled for the remainder of the unexpired term through appointment by the principal, using the elections/selection process of the advisory council.
- (e) Regular meetings shall be held at least three times each school year. The council shall determine the date, time, and place of the meetings. The first meeting for the next school year will be set at the last annual meeting.
 - (1) Special - Special meetings may be called by the Chairman or by majority vote of the council.
 - (2) Conduct of Meetings - All regular and special meetings of the advisory council require a majority vote of those in attendance.
 - (3) Notice of Meetings - The agenda of the school advisory council shall be shared with the school communities in advance of the scheduled meeting. Any change in the established date, time or location must be given special notice.
 - (4) Place of Meetings - The school advisory council may hold its regular and/or special meetings in a facility provided by the school or district.

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- (5) Decisions - All decisions of the advisory council shall be made only after an affirmative vote of a majority of its members in attendance, provided a quorum is in attendance.
- (6) Quorum - A quorum shall be met when a majority of the membership of the council is in attendance.
- (7) Meetings Open to General Public - All regular and special meetings of the advisory council and its standing or special committees shall be open to the public at all times.

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PROGRAM OF AWARDS

2.60+

The Superintendent shall recommend to the School Board individuals who have contributed outstanding and meritorious service in their fields or service areas.

Prior to the School Board's awarding of monetary or non-monetary awards, the criteria for the awards granted at the individual school or the district level shall be submitted in writing to the Board.

The district School Board may expend funds for such recognition and awards within the limits of the Florida Statutes.

REVISION DATE: 02/14/05

**PROHIBITING DISCRIMINATION, INCLUDING SEXUAL
AND OTHER FORMS OF HARASSMENT**

2.70+

Procedures for Filing Complaint of Discrimination, Sexual Harassment, or Other Form of Illegal Harassment are as follows:

- A. Complaints. Procedures for filing.
 - 1. Any person who believes that he or she has been discriminated against, or placed in a hostile environment based on gender, marital status, sexual orientation, race, national origin, religion, age or disability by an employee, volunteer, agent or student of the School District should immediately file a written complaint. The complaint should set forth a description of the alleged discriminatory actions/harassment, the time frame in which the alleged discrimination occurred, the person or persons involved in the alleged discriminatory actions, and any witnesses or other evidence relevant to the allegations in the complaint.
 - 2. The complaint should be filed with the School Principal or Site Administrator. Complaints filed with the Principal or Site administrator must be forwarded to the District's EEO Officer within five (5) days of the filing of the complaint. If the complaint is against the principal or site administrator, the complaint may be filed directly with the EEO Officer.
 - 3. If the complaint is against the District's EEO Officer, the Superintendent, or other member of the School Board, the complaint may be filed with the School Board Attorney.
- B. Procedure for Processing Complaints
 - 1. Complaints filed against persons other than the Superintendent or member of the School Board:
 - a. Upon receipt of the written complaint by the District EEO Officer, the District EEO Officer shall conduct an investigation of the allegations in the complaint. The District EEO Officer shall interview the complainant and the accused; interview any witnesses identified by the complainant, accused, or by other sources; take statements from all witnesses; and review any relevant documents or

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other evidence. Upon completing a review of all evidence relevant to the complaint, the District EEO Officer shall prepare a written summary of the investigation, and make a recommendation as to whether there is reasonable cause to believe a violation of the District's anti-discrimination policy has occurred. Copies of documents, evidence and witness statements which were considered in the investigation along with the summary and recommendation will be kept on file at the District Office.

- b. If the complaint is against the EEO officer, the School Board Attorney shall appoint an investigator, who shall conduct an investigation in the manner set forth in Section 2(a)(1).
- c. The investigation, summary, relevant documents, witnesses' statements and recommendation should be completed and forwarded to the EEO Officer within 30 days, or to the School Board Attorney within 30 days, if the complaint is against the EEO Officer. The EEO Officer, or School Board Attorney, respectively, shall review the investigation summary, evidence and recommendation, and determine whether there is reasonable cause to believe a discriminatory practice occurred.
- d. If the EEO Officer or School Board Attorney determines there is reasonable cause to believe a violation of the nondiscriminatory policy occurred, he or she shall provide notice of the reasonable cause finding to the complainant and the accused. The EEO Officer or School Board Attorney shall then forward the investigatory file, reasonable cause determination, and all related documents and evidence, to the Superintendent.
- e. If the EEO Officer or School Board Attorney determines, after a review of the investigation, summary, recommendation and other evidence, that there is no reasonable cause to believe a discriminatory practice occurred, he or she shall provide notice of the finding of no reasonable cause to the complainant and accused.
- f. The complainant may request a no reasonable cause finding by the EEO Officer or School Board Attorney be reviewed by the Superintendent within ten (10) days of receipt of this notice. The complainant shall provide a written statement detailing facts in support of his or her disagreement with the

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determination. The complainant will also be given an opportunity to meet with the Superintendent and EEO Officer/School Board Attorney to present his or her position. The Superintendent and EEO Officer/School Board Attorney shall prepare a written memorandum summarizing the content of the conference to be included in the complaint file. The Superintendent shall then make a final determination as to whether there is reasonable cause to believe a discriminatory practice occurred.

- g. If review by the Superintendent is not timely requested, the EEO Officer or School Board Attorney's determination of no reasonable cause shall be final.
- h. The accused may request, within ten (10) days of receipt of a notice of a finding of reasonable cause, that the determination be reviewed by the Superintendent. The request must include a written statement expressing the accused's position on the complaint and findings, and address any facts, statements or evidence which he or she submits are inaccurate. The accused will be given an opportunity to meet with the Superintendent and the EEO Officer/School Board Attorney to present his or her position. The Superintendent and EEO Officer/School Board Attorney must prepare a memorandum summarizing the content of the meeting to be included in the complaint file.
- i. After providing the opportunity for an informal hearing as referenced in section (8) above, the Superintendent shall evaluate all the evidence, the investigation summary, recommendations and findings, along with any input by the accused and complainant, and make a final determination as to whether there is reasonable cause to support the complainant's allegations. He or she shall then determine any necessary disciplinary, remedial, or other action. Notice of the final disposition of the complaint and any disciplinary and/or remedial action shall be forwarded to the accused and the complainant, and a copy of the notice will be filed with and maintained in the office of the District EEO Officer and the Personnel Director.

- 2. Complaints against School Board Members or against the Superintendent.

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- a. Complaints against School Board Members or the Superintendent shall be filed with the School Board Attorney. The School Board Attorney will appoint an outside, independent investigator to conduct an investigation and make a recommendation as to whether a discriminatory practice has occurred. It is recommended, but not mandatory, that the investigator be an attorney familiar with federal and state law prohibiting discrimination on the basis of a protected status.
- b. The complainant and accused shall be interviewed by the outside investigator. Both shall provide written lists of witnesses to be interviewed, and documents or other evidence to be reviewed as relevant to the complaint. The investigator shall interview all witnesses identified by the complainant or accused, in addition to witnesses with relevant knowledge which the investigator may discover from other sources. The investigator shall also review relevant documents and other evidence. The investigator shall then prepare a written summary of his or her investigation, and a recommendation to the School Board Attorney as to whether there is reasonable cause to believe that a discriminatory practice may have occurred.
- c. If reasonable cause is recommended by the investigator against a School Board Member or an elected Superintendent, the recommendation shall be forwarded to the Governor's office to determine if there is evidence that a misfeasance or malfeasance of office occurred. The Governor's Office will be responsible for taking any necessary action in accordance with applicable law with reference to an elected official. The School Board shall receive and make the final determination if the Superintendent is appointed by the Board.
- d. A finding of no reasonable cause by the outside investigator, which is reviewed and confirmed by the School Board Attorney shall be final. In compliance with Florida Statute, the investigation file shall become public record and the Superintendent or School Board Member shall answer to their constituency.

C. Penalties for confirmed Discrimination or Harassment

1. Student. A substantiated allegation of discrimination or harassment

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against a student shall subject that student to disciplinary action consistent with the Code of Student Conduct.

2. Employee or Volunteer. A substantiated allegation of discrimination or harassment against an employee may result in disciplinary actions including termination and referral to appropriate law enforcement authorities. A volunteer shall be removed from service and a referral may be made to appropriate law enforcement authorities.

D. Limited Exemption from Public Records Act and Notification of Parents of Minors

1. To the extent possible, complaints will be treated as confidential and in accordance with Florida Statutes and the Family Educational Rights and Privacy Act ("FERPA"). Limited disclosure may be necessary to complete a thorough investigation as described above. The district's obligation to investigate and take corrective action may supersede an individual's right to privacy
2. The parents of a person under the age of 18 who has filed a complaint of discrimination and/or harassment shall be notified within three (3) days of receipt of a complaint.

REVISION DATE: 02/14/05; 01/08/07 (EDITORIAL); 04/16/07 (EDITORIAL)

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EQUITY IN EDUCATIONAL PROGRAMS

2.82+

The District Equity Plan is on file in the Superintendent's office and available upon request.

REVISION DATE: 02/14/05

Background

In the Child Nutrition and WIC Reauthorization Act of 2004, the U.S. Congress established a new requirement that all school districts with a federally funded school meals program develop and implement wellness policies that address nutrition and physical activity by the start of the 2006-2007 school year.

**Washington County School District's Wellness Policies
on Physical Activity and Nutrition**

Preamble

Whereas, children need access to healthful foods and opportunities to be physically active in order to grow, learn, and thrive;

Whereas, good health fosters student attendance and education;

Whereas, obesity rates have doubled in children and tripled in adolescents over the last two decades, and physical inactivity and excessive calorie intake are the predominant causes of obesity;

Whereas, heart disease, cancer, stroke, and diabetes are responsible for two-thirds of deaths in the United States, and major risk factors for those diseases, including unhealthy eating habits, physical inactivity, and obesity, often are established in childhood;

Whereas, 33% of high school students do not participate in sufficient vigorous physical activity and 72% of high school students do not attend daily physical education classes;

Whereas, only 2% of children (2 to 19 years) eat a healthy diet consistent with the five main recommendations from the Food Guide Pyramid;

Whereas, nationally, the items most commonly sold from school vending machines, school stores, and snack bars include low-nutrition foods and beverages, such as soda, sports drinks, imitation fruit juices, chips, candy, cookies, and snack cakes;

Whereas, school districts around the country are facing significant fiscal and scheduling constraints; and

Whereas, community participation is essential to the development and implementation of successful school wellness policies;

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Thus, the Washington County School District is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the Washington County School District that:

- The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- Foods and beverages sold or served at school will meet the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- All schools in our district will participate in available federal school meal programs (including the School Breakfast Program, National School Lunch Program [including after-school snacks], and Summer Food Service Program).
- Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.

TO ACHIEVE THESE POLICY GOALS:

Nutritional Quality of Foods and Beverages Sold and Served on Campus

School Meals. Meals served through the National School Lunch and Breakfast Programs will:

- Offer low/reduced fat and/or low/reduced calorie condiments;

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- To the extent possible, provide meal choices prepared with low/reduced fat ingredients
- Be appealing and attractive to children;
- Be served in clean and pleasant settings;
- Meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations;
- Offer a variety of fruits and vegetables;
- Make available low-fat flavored and unflavored milk;
- To the extent possible, provide meal choices prepared with low/reduced fat ingredients

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 operate the School Breakfast Program;
- Schools will, to the extent possible, arrange bus schedules and utilize methods to serve school breakfasts that encourage participation;
- Schools that serve breakfast to students will notify parents and students of the availability of the School Breakfast Program;
- Schools will encourage parents to provide a healthy breakfast for their children through newsletter articles, take-home materials, or other means

Free and Reduced-priced Meals. Schools 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 school meals.

Summer Food Service Program. The Washington County School District will sponsor the Summer Food Service Program. One site shall be within five miles of an elementary school at which 50% of students are eligible for free or reduced-price school meals.

Meal Times and Scheduling.

Schools:

- will provide students with at least 10 minutes to eat after sitting down for breakfast and 20 minutes after sitting down for lunch;

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- should schedule meal periods at appropriate times;
- should not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities;
- to the extent possible elementary schools will schedule lunch periods to follow recess periods;
- will provide students access to hand washing or hand sanitizing before they eat meals or snacks; and
- 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).

Qualifications of School Food Service Staff. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all food services employees in the schools. Food Services employees shall be encouraged to meet certification and continuing education requirements for membership in the American School Food Services Association by offering a supplement to their annual salary.

Sharing of Foods and Beverages. Schools should discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

Foods and Beverages Sold Individually (*i.e.*, foods sold outside of reimbursable school meals, such as through vending machines, cafeteria a la carte [snack] lines, fundraisers, school stores, etc.)

Elementary Schools. The school food service program will approve and provide all food and beverage sales to students in elementary schools. Given young children's limited nutrition skills, food in elementary schools should be sold as balanced meals. If available, foods and beverages sold individually should be limited to low-fat and non-fat milk, fruits, and non-fried vegetables.

Middle/Junior High. The school principal will approve all food and beverage items sold outside of the Food Services Program. Approved items may not be sold daily until one (1) hour after the last lunch period. Middle/junior high schools may not sell any food or beverage items of minimal nutritional value, as defined by the Florida Department of Education Food and Nutrition Management, during the school day.

High Schools. The school principal will approve all food and beverage items sold outside of the Food Services Program. Schools are permitted to sell carbonated

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beverages only when an alternative beverage containing 100% juice is also made available in the same location. There will be no sale of any food or beverage item in the cafeteria outside of the Food Services Program. High schools may not serve any competitive food or beverage items of minimal nutritional value, as defined by the Florida Department of Education Food and Nutrition Management, during the school day.

Fundraising Activities. To support children's health and school nutrition education efforts schools will encourage fundraising activities that promote physical activity. The school principal and district Food Services Coordinator must approve all school fundraising activities that involve the sale of foods of minimal nutritional value as defined by the Florida Department of Education Food and Nutrition Management. Food items sold and the duration of sales will be considered.

Snacks. Snacks served during the school day, in after-school care, or enrichment programs, will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations.

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

Rewards. Schools will not use foods or beverages as rewards for academic performance or good behavior, and will not withhold food or beverages (including food served through school meals) as a punishment.

Celebrations. Schools should monitor and if necessary limit celebrations that involve food during the school day.

Nutrition and Physical Activity Promotion and Food Marketing

Nutrition Education and Promotion. Washington County School District aims to teach, encourage, and support healthy eating by students. Schools should provide nutrition education and engage in nutrition promotion that:

- 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;

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- 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;
- 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 school meal programs, other school foods, and nutrition-related community services;
- teaches media literacy with an emphasis on food marketing.

Integrating Physical Activity into the Classroom Setting. For students to receive daily physical activity and to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- opportunities for physical activity will be incorporated into other subject lessons to the extent possible; and
- classroom teachers may provide short physical activity breaks between lessons or classes, as appropriate

Communications with Parents. The district/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. Schools should encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the nutritional recommendations of the U.S. Dietary Guidelines for Americans. In addition, the district/school will provide opportunities for parents to share their healthy food practices with others in the school community.

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The district/school will provide information about physical education and other school-based physical activity opportunities before, during, and after the school day; and support parents' efforts to provide their children with opportunities to be physically active outside of school.

Food Marketing in Schools. School-based marketing will be consistent with nutrition education and health promotion. As such, schools will limit food and beverage marketing to the promotion of foods and beverages that meet the nutrition standards for meals. School-based marketing of brands promoting predominantly low-nutrition foods and beverages is prohibited. The promotion of healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products is encouraged.

Examples of marketing techniques include the following: logos and brand names on/in vending machines, books or curricula, textbook covers, school supplies, school structures; educational incentive programs that provide food as a reward; programs that provide schools with supplies when families buy low-nutrition food products; in-school television, such as Channel One; free samples or coupons; and food sales through fundraising activities. Marketing activities that promote healthful behaviors (and are therefore allowable) include: 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.

Physical Activity Opportunities and Physical Education

Daily Physical Education (P.E.) K-12. Students shall participate in a physical education program that stresses physical fitness and encourages healthy, active lifestyles. Physical education shall consist of physical activities of at least a moderate level of intensity with a duration period sufficient to provide significant health benefits to students, subject to the individual student differences.

- Elementary schools shall, at a minimum, implement a mandatory physical education program that provides students with 150 minutes of physical education a week;
- Middle schools will provide, at a minimum, one period four days a week of physical education;
- High schools will offer a minimum of one credit in personal fitness

Physical education expected outcomes are the Sunshine State Standards that describe the student achievement that the State will hold schools accountable for students learning in the subject areas of physical education. Physical education shall be taught by a certified educator.

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Daily Recess. All elementary school students will have at least ten (10) minutes per day of supervised recess, preferably outdoors, during which schools should encourage moderate to vigorous physical activity verbally and through the provision of space and equipment.

Schools should discourage 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 may give students periodic breaks during which they are encouraged to stand and be moderately active.

Physical Activity Opportunities Before and After School. The school district will offer extracurricular physical activity programs in middle and high schools, and as appropriate, will offer interscholastic sports programs. Schools will offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

After-school 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.

Physical Activity and Punishment. Teachers and other school personnel will not use physical activity (*e.g.*, running laps, pushups) or regularly withhold opportunities for physical activity (*e.g.*, recess, physical education) as punishment.

Healthy and Safe Environment. A healthy and safe environment for all, before, during and after school supports academic success. Safer communities promote healthier students. Healthier students do better in school and make greater contribution to their community.

- School buildings and grounds, structures, buses and equipment shall meet all current health standards, including environmental air quality, and be kept inviting, clean, safe and in good repair;
- Schools and district offices shall maintain an environment that is free of tobacco, and alcohol and other drugs;
- Safety procedures and appropriate training for students and staff shall support personal safety and a violence and harassment free environment;
- Each work site, school and classroom shall work to create an environment where students, parent/guardians and staff are respected, valued and accepted with high expectations for personal behavior and accomplishments

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Social and Emotional Well-Being. Programs and services that support and value the social and emotional well being of students, families, and staff build a healthy school environment.

- Each school shall provide a supportive environment that includes guidance and counseling that encourages students, families and staff to request assistance when needed and links them to school or community resources;
- Students shall be provided with the skills to express thoughts and feelings in a positive and responsible manner and give and receive support from others;
- Students shall be taught to understand and respect the differences in others and how to build positive interpersonal relations;
- Students and staff shall be encouraged to balance work and recreation and be helped to become aware of stressors, which may interfere with health development

Other School-Based Activities

After-school programs will encourage physical activity and healthy habit formation.

Local wellness policy goals are considered in planning all school-based activities (such as school events, field trips, dances, and assemblies).

Support for the health of all students is demonstrated by hosting health clinics, health screenings, and helping to enroll eligible children in Medicaid and other state children's health insurance programs.

Staff Wellness

Each school and district site shall be in compliance with drug, alcohol and tobacco free policies.

Each school and district site shall provide an accessible and productive work environment free from physical dangers or emotional threat. All sites will be as safe as possible and consistent with applicable occupation and health laws, policies and rules.

Monitoring and Policy Review

Monitoring. The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies. In each school, the principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the district superintendent or designee.

School food service staff, at the school or district level, will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent or designee. In addition, the school district designee will report on the

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most recent USDA School Meals Initiative (SMI) review findings and any resulting changes to the district superintendent.

At least annually, the superintendent will report to the School Board regarding site and district level compliance.

Statutory Authority:

1001.41, 1001.42, FS

Law Implemented:

Child Nutrition Act of 1966 (42 USC 1771 *et seq*)

Richard B. Russell National School Lunch Act PL 108-265, Section 204

1001.43, 1006.06, 1006.0606, F.S.

State Board of Education Rule(s): 6A-7.040, 6A-7.041, 6A-7.0411

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