

## School Wellness Committee Meeting Minutes

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**Date of Meeting:** Wednesday, November 6th, 2019

**Time:** 4:15 pm – 5:15 pm

**Location:** Laveen Education Center, Room 144C

**Attendees:** Austin Knolles, Jennifer Burnap, Robert Harrison, Gavin Tucker, Jaclyn Morales, Bethany Hultstrand

**Led by:** Bethany Hultstrand

### Notes

- The committee continued to work on the final section of the ADE Activity and Assessment Tool:
  - Implementation, monitoring, accountability, and notification.
- The committee's plan for implementation to manage and coordinate the execution of the wellness policy is as follows:
  - Each school representative will periodically use the school assessment tool (created and agreed upon by the committee utilizing ADE's template) and also the School Health Index to document what is happening and to track progress at each school site.
- Committee has agreed upon the following:
  - Once every three years, the committee will assess compliance with the district's wellness policy and assess progress towards meeting the goals of the wellness policy. The evaluation will include:
    - The extent to which schools are in compliance with the wellness policy.
    - The extent to which the district's policy compares to the model policy.
    - A description of the progress made in attaining the goals of the district's policy.
    - School representatives will monitor and gather data utilizing district's assessment tool (created by the wellness committee). School representatives will report findings to the Nutritionist, who will ultimately be responsible for managing the triennial assessment.
- Committee agrees to review the wellness policy yearly.
- Committee will revise and update the policy when:
  - District priorities change.
  - Community needs change.
  - Wellness goals are met.
  - New health science information emerges.
  - New state or federal guidance/standards issued.
  - Results of School Health Index shows need.
    - School representatives from the committee plan to sign up for an account with the Alliance for a Healthier Generation (if they haven't already) and use as a resource to help guide the wellness policy.
    - School representatives from the committee plan to conduct an annual School Health Index at each school, time permitting.
  - A committee member brings forward an idea he/she deems significant. The committee will then vote as a group as to whether or not the issue/concern will be adopted into the wellness policy.
- Notification: the committee agrees to continue making the wellness policy available to the public at all times via the district website.
  - Others possible ways to share policy, progress, updates, revisions, etc.:

- Email to parents, staff, stakeholders, community
  - Newsletters- District Dialogue and Café Connections
  - Sending information home on parent-teacher night
  - Monthly paper menu- link on the side and/or information on the back
- Documentation is kept on file regarding the written wellness policy, meetings, agendas, members.
- Further discussion:
  - How can we (as a committee) and as colleagues help with teacher/staff wellness and self-care.
  - Creating more resources in Spanish for parents.
  - Learning more about Gavin and Jaclyn's efforts through their organization, Live Pure Kids.
- Next meeting: early-mid December