



## Scottsdale Unified School District Wellness Guidelines

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## Introduction

The Scottsdale Unified School District (SUSD) is committed to the well-being, optimal development, and positive educational outcomes for every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we need to create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

These guidelines are based upon Scottsdale Unified School District Governing Board Policy JL, Governing Board Regulation JL-R, information from the Alliance for a Healthier Generation, and the ten components of the “Whole School, Whole Community, Whole Child” (WSCC) model developed by the Association for Supervision and Curriculum Development and the U.S. Center for Disease Control. These guidelines apply to all students and schools in the District and ensure that the community is engaged in supporting the work of the District in creating lifelong healthy habits for students.

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, food and beverage venues and physical activity facilities. The District will coordinate other initiatives related to physical activity, physical education, nutrition, social-emotional and other wellness components, so all efforts are complementary and not duplicative.

## I. District Wellness Committee

### *Committee Role and Membership*

The District will convene a representative District Wellness Committee (DWC) that meets at least six times per year for review and update of these district-level wellness guidelines.

The DWC membership will represent all school levels (elementary and secondary schools) and include to the extent possible: parents and caregivers, students, representatives of the school nutrition program (e.g., school nutrition director), school curriculum specialists, physical education teachers, school nurses, mental health and social services staff (e.g., school counselors, psychologists, social workers), school administrators (e.g., principal, assistant principal), health professionals (e.g., dietitians, doctors, nurses, dentists), and the general public. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators (SNAP-Ed). To the extent possible, the DWC will include representatives from each school complex and reflect the diversity of the community.

### *Leadership*

The designated administrators to lead the DWS are the Executive Director of Support Services and the Director of Nutrition Services.

## II. Wellness Guideline Implementation, Monitoring, Accountability and Community Engagement

### *Implementation Plan*

The Wellness Guidelines and annual progress reports concerning the implementation of the guidelines can be found on the Scottsdale Unified School District Nutrition Services website at: <https://www.susd.org/index.php/services/susd-nutrition-services>

### *Recordkeeping*

The District will retain records to document compliance with the requirements of the wellness guidelines on the Nutrition Services website. Documentation will include but will not be limited to:

- The written wellness guidelines;
- Documentation demonstrating that the guideline has been made available to the public;
- Documentation of efforts to review and update the wellness guidelines; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;
- Documentation to demonstrate compliance with the annual public notification requirements;

- The most recent assessment on the implementation of the wellness guidelines;
- Documentation demonstrating the most recent assessment on the implementation of the wellness guidelines has been made available to the public.

### ***Annual Notification of Guidelines***

The District will inform families and the public each year of basic information about these guidelines, including its content, any updates to the guidelines and implementation status. The District will make this information available via the district website and/or district-wide communications. The District will provide a summary of District and school events or activities related to wellness guideline implementation. Annually, the District will also publicize the name and contact information of the District officials leading and coordinating the committee, as well as information on how the public can get involved with the District Wellness Committee.

### ***Triennial Progress Assessments***

At least once every three years, the District will evaluate compliance with the wellness guidelines to assess the implementation of the guidelines and include:

- the extent to which schools under the jurisdiction of the District are in compliance with the guidelines;
- the extent to which the District's wellness guidelines compare to model wellness guidelines;
- a description of the progress made in attaining the goals of the District's wellness guidelines.

The District will notify the community of the availability of the triennial progress report.

### ***Revisions and Updating the Guideline***

The DWC will update or modify the guidelines based on data that may be provided by the School Health Index or other data sources and the triennial assessments as District priorities change; community needs change; new health science information and technology emerges; and new Federal or state guidance or standards are issued.

### ***Community Involvement, Outreach and Communications***

The District is committed to being responsive to community input, which begins with awareness of the wellness guidelines. The District will communicate ways in which representatives of the DWC and others can participate in the development, implementation and periodic review and update of the wellness guideline through a variety of means appropriate for SUSD. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or displaying notices on the district's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are notified of the content of, implementation of, and updates to the wellness guidelines as well as how to get involved and support the guidelines. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools are communicating important school information with parents.

## **III. Whole School, Whole Community, Whole Child Components**

### **A. Nutrition Environment and Services (WSCC Component 1)**

#### ***School Meals***

Scottsdale Unified School District is committed to serving healthy meals to children, with a variety 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 improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and may operate other child nutrition programs such as the Fresh Fruit & Vegetable Program (FFVP), Special Milk Program (SMP), Summer Food Service Program (SFSP), supper programs, or others, where appropriate. The District may also operate additional nutrition-related programs and activities including Farm to School programs, school gardens, Breakfast in the Classroom, Mobile Breakfast carts, Grab 'n' Go Breakfast, or others, where appropriate. All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and healthy settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet USDA nutrition standards. For more information go to: <https://www.fns.usda.gov/school-meals/nutrition-standards-school-meals>)
- Promote healthy food and beverage choices using marketing and merchandising techniques as referred to in the Smarter Lunchroom Movement (SLM):
- Menus will be posted on the District website or individual school websites, and will include nutrient content and ingredients.
- Menus will be created/reviewed by a Registered Dietitian or other certified nutrition professional.
- School meals are administered by a team of child nutrition professionals.
- The District child nutrition program will strive to accommodate students with special dietary needs.
- Participation in Federal child nutrition programs will be promoted among students and families to help ensure that families know what programs are available in their children's school.

### ***Breakfast and Lunch Environment and Schedules - Best Practices***

- Meals are served in pleasant settings
- It is recommended that the first lunch period will start no earlier than 2 hours after the beginning of the school day and no later than 4 hours after the beginning of the school day.
- An afternoon nutritional break should be provided to students who eat at the earliest lunch start times (district will not provide nutritional items).
- A morning nutritional break should be provided to students who eat at the latest start times (district will not provide nutritional items).
- Students should 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 (meets Healthy Schools Program Gold-level criteria). Students are served lunch at a reasonable and appropriate time of day.
- Lunch should follow the recess period to better support learning and healthy eating.

### ***Staff Qualifications and Professional Development***

All school nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

### ***Water***

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

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

- Water cups/jugs will be available in the cafeteria if a drinking fountain is not present.
- All water sources and containers will be maintained on a regular basis to ensure good hygiene and health safety standards. Such sources and containers may include drinking fountains, water jugs, hydration stations, water jets and other methods for delivering drinking water.
- Students will be allowed to bring and carry water bottles filled with only water with them throughout the day.
- Schools are highly encouraged to work towards providing at least one filtered water station per school.

In 2017, the Arizona Department of Environmental Quality (ADEQ) initiated a six-month, statewide screening program for lead in public school district drinking water. Every SUSD site and building was tested for lead in 2017. See this link for

statewide results: [http://static.azdeq.gov/dw/lead\\_screening.pdf](http://static.azdeq.gov/dw/lead_screening.pdf)

### **Competitive Foods and Beverages (Foods Sold & Served On-Campus)**

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. A school day is defined by the USDA as the time between midnight the night before to 30 minutes after the end of the instructional day. The foods and beverages sold and served outside of the school meal programs (e.g., “competitive foods and beverages”) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Competitive foods and beverages include but are not limited to student stores, vending, fundraisers, celebrations, and school events.

USDA’s Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day (the time between midnight the night before to 30 minutes after the end of the instructional day) will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores, fundraisers and snack or food carts.

SUSD maintains a closed campus at all schools, meaning that students are not allowed to leave campus during the school day without parent/guardian permission. SUSD does not allow for app based food delivery or any other service to deliver food to students. Students may bring their lunch from home, buy one at school, or have one dropped off by a family member.

### **Celebrations and Rewards**

The District recognizes that classroom parties and celebrations are a tradition at school. School staff and parents are encouraged to provide healthy food offerings at school parties and events to support a healthy environment throughout the district. Foods served at any celebration in the classroom must be purchased from a commercial vendor, which can include the school’s food service program. No home baked/prepared products are allowed.

1. Classroom celebrations and parties (i.e. seasonal celebrations) - The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas Here are some additional resources:
  - <http://www.actionforhealthykids.org/game-on/find-challenges/classroom-challenges/1209-healthy-a-active-non-food-rewards>
  - [https://www.healthiergeneration.org/sites/default/files/documents/20190328/1c6d1ac9/13-6163\\_HealthySnackBevIdeas.pdf](https://www.healthiergeneration.org/sites/default/files/documents/20190328/1c6d1ac9/13-6163_HealthySnackBevIdeas.pdf)
  - <https://www.healthiergeneration.org/take-action/schools/wellness-topics/smart-snacks/celebrations>
2. Classroom snacks brought by parents (i.e. birthdays) - Check these resources for alternative, non-food, celebration ideas.
  - <https://www.healthiergeneration.org/take-action/schools/wellness-topics/nutrition-services/non-food-rewards>
  - <http://www.actionforhealthykids.org/game-on/find-challenges/1209>
3. Rewards and incentives - The District will provide teachers and other relevant school staff a list of alternative ways to reward children. Rewards will focus on positive behavior intervention strategies. Foods and beverages will not be used as a reward, or withheld as punishment for any reason. Here are some additional resources:
  - <http://www.actionforhealthykids.org/game-on/find-challenges/1209>
  - <https://www.healthiergeneration.org/take-action/schools/wellness-topics/nutrition-services/non-food-rewards>

### **Fundraising**

On-campus fundraisers outside of school hours ~~are will be~~ encouraged to include equal parts healthy and non-nutritious foods. The district encourages non-food items to be sold as part of school-sponsored fund-raising activities. No foods of minimal nutritional value (as defined by the USDA) will be sold on the school campus during the school day. These additional guidelines must be followed if food items are sold as a fundraiser during the school day (a school day is defined by the USDA as beginning at midnight and ending 30 minutes after the last class):

- Foods must be USDA Smart Snack Compliant

- Foods must be compliant with the district's Nutrition Initiative Standards
- Foods must not compete with student meal service
- All food items must be pre-approved for sale by the Director of Nutrition Services to assure compliance to the above

Here are some additional resources:

- [https://www.healthiergeneration.org/sites/default/files/documents/20190328/9da51885/08-459\\_AlternativeFundraisingIdeas.pdf](https://www.healthiergeneration.org/sites/default/files/documents/20190328/9da51885/08-459_AlternativeFundraisingIdeas.pdf)
- <https://www.healthiergeneration.org/sites/default/files/documents/20181116/3e631da3/Fundraising%20tips.pdf>

### ***Nutrition Promotion***

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages within cafeterias twice each year. The district will encourage nutrition messages within schools, classrooms and gymnasiums. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to be Smart Snack Compliant to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community.

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. This promotion will occur through at least:

- implementing at least ten or more evidence-based healthy food promotion techniques through the school meal programs using marketing and merchandising techniques;
- ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards.

### ***Nutrition Education***

The District will encourage nutrition education that will promote optimal health and that will correlate with state nutrition education standards. SUSD provides nutrition education at all grades K-9. SUSD physical education teachers provide opportunities for students to practice or rehearse the skills taught through the physical education curriculum.

### ***Farm to School Activities-Best Practices***

The District encourages Farm to School activities:

- Local and/or regional products are incorporated into the school meal program;
- Messages about agriculture and nutrition are reinforced throughout the learning environment;
- Schools are encouraged to host a school garden;
- Schools are encouraged to host field trips to local farms; and
- Schools are encouraged to utilize promotions or special events, such as tastings, that highlight the local/ regional products.

### ***Essential Healthy Eating Topics in Health Education***

To the extent possible, the District will partner with community organizations to provide Nutrition/Health Education.

### ***Food and Beverage Marketing in Schools***

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity.

Any foods and beverages marketed or promoted to students on the school campus during the school day will align with USDA Smart Snacks and SUSD Wellness Guidelines.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for 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. This term includes, but is not limited to the following:

- Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors.
- Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is in financially possible over time so that items are in compliance with the marketing guideline.)
- 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.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As the District/School Nutrition Services/Athletics Department/PTA/PTO/APT reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness guidelines.

## **B. Physical Education and Physical Activity (WSSC Component 2)**

All schools in the district are encouraged to provide a Comprehensive School Physical Activity Program (CSPAP). A substantial portion of students' physical activity can be provided through a CSPAP. A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement and the district is committed to providing these opportunities. Schools will ensure these varied physical activity opportunities are in addition to, and not as a substitute for, physical education. Here are some additional resources:

[https://www.cdc.gov/healthyschools/physicalactivity/pdf/17\\_278143-A\\_PE-PA-Framework\\_508.pdf](https://www.cdc.gov/healthyschools/physicalactivity/pdf/17_278143-A_PE-PA-Framework_508.pdf)

Students will be given opportunities for physical activity during the school day through daily recess periods, physical education classes, walking programs, and the integration of physical activity into the academic curriculum. Schools will support an environment supportive of physical activity.

To the extent practicable, the District will ensure its grounds and facilities are safe and equipment is available to students to be active. The District will conduct necessary inspections and repairs. The district will strive to ensure sufficient quantities of equipment are available to encourage physical activity for as many students as possible.

### ***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, as well as incorporate essential health education concepts. The curriculum will support the essential components of physical education.

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.

All District elementary students in each grade will receive a physical education class. It is recommended all Middle School students take a minimum of one semester of physical education each year. All SUSD high school students are required to complete one academic year of physical education.

The District physical education program will promote student physical fitness through individualized fitness and activity assessments (via the Fitness Gram or other appropriate assessment tool).

- Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.
- All physical education classes in SUSD are taught by certified teachers.



- Waivers, exemptions, or substitutions for physical education classes are generally not granted but may be granted on a case by case basis.

### ***Elementary Recess***

In accordance with SB 1083, all elementary schools will offer at least two recess periods during the school day. A recess period is defined as time in which a pupil is able to engage in physical activity or social interaction with other pupils on all days during the school year. This component of the guideline may be waived on early dismissal days. If recess is offered before lunch, proper hand-washing measures will be in place.

Outdoor recess will be offered when weather is feasible for outdoor play in accordance with District heat index guidelines published weekly by the Support Services Office. Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and are encouraged to be role models by being physically active alongside the students whenever feasible.

### ***Classroom Physical Activity Breaks (Elementary and Secondary)***

Students may be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The District recommends teachers provide short physical activity breaks to students during and between classroom time. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods. It is recommended that teachers incorporate movement and kinesthetic learning approaches into the academic curriculum. Here are some additional resources:

- <https://www.actionforhealthykids.org/activity/classroom-physical-activity-breaks/>
- <https://www.cdc.gov/healthyschools/physicalactivity/classroom-pa.htm>

### ***Active Transport***

The District will support active, safe transport to and from school, such as walking or biking. The District may encourage this behavior with activities; including but not limited to:

- Designate safe or preferred routes to school
- Promote activities such as participation in International Walk to School Week, National Walk and Bike to School Week
- Promote helmet use
- Designated areas for bicycles and helmets
- Use crossing guards when appropriate
- Use crosswalks on streets leading to schools

### **C. Community Involvement (WSCC Component 3)**

The District will establish and maintain relationships with community partners (e.g., hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in support of implementation of the wellness guidelines. Existing and new community partnerships and sponsorships will be evaluated to ensure they are consistent with the wellness guidelines and its goals.

### **D. Family Engagement (WSCC Component 4)**

Schools in the District are encouraged to use a variety of written communication methods, such as flyers, memos, banners, signs, door hangers, newsletters, report cards, progress reports, postcards, letters, monthly calendars of events, websites and web boards, text messaging, and e-mail messages to communicate with parents about health-related topics and issues.

Schools in the district are encouraged to use a variety of verbal and face-to-face communication methods, including phone calls to home, automated phone system messages, parent-teacher conferences, meetings, school events, radio station announcements, local access television, television public service announcements (PSAs), conversations at school, and regular parent seminars to communicate with parents about health topics and issues.

Parents and caregivers are encouraged to participate in school planning through Parent Teacher Organizations (PTOs), school action teams, and other school groups and associations. SUSD encourages parents to serve as mentors, tutors, coaching assistants, monitors, and chaperones for school health activities.



Schools in the District are strongly encouraged to enhance the engagement of families and community members by utilizing resources such as:

- [U.S. Department of Education: Toolkit of Resources for Engaging Families and the Community as Partners in Education](#)
- [U.S. Department of Education: ParentCamp Toolkit](#)
- [Centers for Disease Control and Prevention: Parents for Healthy Schools: A Guide for Getting Parents Involved from K-12](#)
- [Centers for Disease Control and Prevention: Parent Engagement: Strategies for Involving Parents in School Health](#)
- [Centers for Disease Control and Prevention: Promoting Parents Engagement in School Health: A Facilitator's Guide for Staff Development](#)

#### **E. Employee Wellness (WSCC Component 5)**

The District encourages staff member participation in health promotion programs. Here are some additional resources: <http://www.actionforhealthykids.org/component/content/article/39-step-3-challenges/1514-staff-as-healthy-role-models>

#### **F. Health Services (WSCC Component 6)**

Services are provided for students to appraise, protect, and promote health. SUSD student health services provide for:

- Administration of patent or proprietary medications (over-the-counter [OTC] medications) in compliance with Arizona Revised Statutes and District policies.
- Administration of prescription medications in compliance with Arizona Revised Statutes and District policies.
- Administration of immunizations in conjunction with the County Health Department and in compliance with Arizona Revised Statutes.
- Verification of immunization records in conjunction with the County Health Department and in compliance with Arizona Revised Statutes.
- Providing preventive health information.
- The treatment of school-related injuries/illnesses, and recommendation for follow-up care.
- Screening clinics for selected physical impairments.
- Promoting the importance of oral health
- Recognizing the signs of tooth decay and reporting concerns that are witnessed.

According to the Centers for Disease Control and Prevention, “The healthcare needs of children with chronic illness can be complex and continuous and includes both daily management and addressing potential emergencies ... Ensuring that students have the health services they need in school to manage chronic conditions is important in helping them stay healthy and ready to learn.” With this in mind, SUSD will provide appropriate school health services for students with chronic conditions, including asthma, food allergies, diabetes, and epilepsy.

#### **G. Social and Emotional Climate (WSCC Component 7)**

To the greatest extent possible, the District will provide support for mental health services to meet district-wide needs, including providing school sites with professional development opportunities that increase the understanding of students' needs related to mental health and trauma. Mental health-based trainings will be provided during professional development days throughout the school year.

SUSD provides services to improve students' mental, emotional, and social health. These services include individual and group assessments, interventions, and referral. Professionals such as certified school counselors, nurses, psychologists, and social workers provide these services.

According to SUSD Governing Board Policy JICK, schools will not tolerate bullying, harassment or intimidation. If necessary, students or parents/guardians can complete a “Bullying, Harassment, or Intimidation Reporting Form.” The form can be found at:

- [https://www.susd.org/application/files/8415/0283/2091/BullyingReportingForm\\_July\\_30\\_2012.pdf](https://www.susd.org/application/files/8415/0283/2091/BullyingReportingForm_July_30_2012.pdf) (English) OR
- [https://www.susd.org/application/files/5215/0283/2090/BullyingReportingForm\\_July\\_30\\_2012-spa.pdf](https://www.susd.org/application/files/5215/0283/2090/BullyingReportingForm_July_30_2012-spa.pdf) (Spanish).

According to SUSD Governing Board Policy JII, students are guaranteed their constitutional rights, equal access to programs, freedom from discrimination, freedom from harassment, freedom from intimidation, freedom from bullying and the right to personal safety provided that the topic is not the subject of disciplinary or other proceedings under other

policies and regulations of this District, and the procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act. Students may file a complaint/grievance regarding one or more of the following:

- Violation of the student's constitutional rights.
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies not related to the student's individual capabilities.
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability.
- Harassment of the student by another person.
- Intimidation by another student.
- Bullying by another student (see link to Bully Reporting Form above)
- Concern for the student's personal safety.

If necessary, students can complete a "Student Concerns, Complaints and Grievances Form." Middle and high school students shall file complaints on their own behalf. A parent/guardian may file a complaint on behalf of an elementary student. The form can be found at: <http://policy.azsba.org/asba/Z2Browser2.html?showset=scottsdale>

#### **H. Counseling, Psychological and Social Services (WSCC Component 8)**

SUSD employs school counselors at all secondary schools. According to the American School Counselor Association: "Today's school counselors are vital members of the education team. They help all students in the areas of academic achievement, career and social emotional development, ensuring today's students become the productive, well-adjusted adults of tomorrow."

SUSD employs school psychologists who work primarily with Special Education students. School psychologists are uniquely qualified members of school teams that support students' ability to learn and teachers' ability to teach. They apply expertise in mental health, learning, and behavior to help students succeed academically, socially, behaviorally, and emotionally. School psychologists partner with families, teachers, school administrators, and other professionals to create safe, healthy, and supportive learning environments that strengthen connections between home, school, and the community.

Social Workers serve SUSD students. One of their responsibilities is to work with homeless families as required by the McKinney-Vento Homeless Assistance Act federal law.

#### **I. Health Education (WSCC Component 9)**

SUSD physical education teachers cover health and nutrition key concepts and essential questions outlined in the district's curriculum maps for physical education. These maps can be found by clicking on this link: <https://www.susd.org/index.php/academics> and then by clicking on "Physical Education" for elementary, middle school and high school.

#### **J. Physical Environment (WSCC Component 10)**

##### ***Indoor Air Quality***

The U.S. Environmental Protection Agency (EPA) provides resources to schools on the topic of indoor air quality (IAQ). The resources include the *Indoor Air Quality Tools for Schools Action Kit* and the *Framework for Effective School IAQ Management*. These materials provide guidance to schools to create, adopt and sustain an IAQ preventive maintenance plan and can be found at:

- <https://www.epa.gov/iaq-schools/indoor-air-quality-tools-schools-action-kit>
- <https://www.epa.gov/iaq-schools/framework-healthy-indoor-environments-schools>

The Framework for Effective School IAQ Management includes:

1. The six key drivers of an effective and enduring IAQ management programs.
  - Organize for success
  - Communicate with everyone, all the time
  - Assess your environments continuously
  - Plan your short- and long-term activities
  - Act to address structural, institutional and behavioral issues

- Evaluate your results for continuous improvement.
2. The seven technical solutions to effectively manage IAQ risks:
- Quality HVAC
  - Control of Moisture/Mold
  - Strong Integrated Pest Management (IPM)
  - Effective Cleaning and Maintenance
  - Smart Materials Selection
  - Aggressive Source Control
  - Integrated Energy Management Solutions

### ***Cleaning Products***

The SUSD Risk Management Department has issued the following guidelines on the use of disinfecting or cleaning wipes in SUSD classrooms:

- Students may not use any disinfecting or cleaning wipes. Store all cleaning wipes and other items that contain chemicals away from students' reach. These items should be stored in a locked cabinet.
- Teachers and staff may have cleaning wipes in the classroom for their own use. All products with chemicals should be used with caution after reviewing the safety information for each product. Refer to the manufacturer's Safety Data Sheet and follow safe use guidelines for each product including personal protective equipment listed on the SDS in section 8.
- All items that contain chemicals, including wipes and hand sanitizers, should have a Safety Data Sheet on hand in classroom and on file in the school's SDS (formerly MSDS) book with maintenance or the school nurse. Federal and State laws mandate this.
- Safety Data Sheets are available from the manufacturer or supplier for the specific product on hand. They are specific to each product variation based on their unique ingredients.
- Wet Ones® may only be used by students under the following conditions:
  1. under the school nurse's care in the health office when associated with blood testing or other personal tasks, or
  2. in cases when Wet Ones or other products deemed necessary to their health in regular classrooms with a 504 on file that includes keeping their desks clean in each class they're in. Those instances require a doctor's note and request from parent.
- Contact Risk Management for consideration of any other special use.

### **Conclusion/Recognition Program**

One way to measure compliance with the SUSD Wellness Guidelines is for each school to utilize the resources of the Alliance for a Healthier Generation. The Executive Director of Support Services (or designee) will provide an opportunity each year for all schools to participate in the wellness assessment provided by the Alliance for a Healthier Generation.

In addition, it is recommended that all SUSD schools apply for the Alliance for a Healthier Generation's National Healthy Schools Award. This prestigious award achievement celebrates the work done at schools in creating a healthy learning environment for students. Awards are granted at the Bronze, Silver and Gold levels. Schools that receive this award meet best practice criteria established in the Healthy Schools Program Assessment. The Healthy Schools Program Assessment, a version of the 2017 School Health Index from the Centers for Disease Control and Prevention, addresses the health topics in the Healthy Schools Program Framework of Best Practices: Policy & Environment, Nutrition Services, Smart Snacks, Health & Physical Education, Physical Activity, and Employee Wellness. Best practice criteria includes serving healthier meals and snacks, getting students moving more, offering high-quality health and physical education, and supporting staff wellness and empowering them to be healthy role models. For more information go to: <https://www.healthiergeneration.org/take-action/schools/national-healthy-schools-award>