



Healthy Schools Wellness Policy/Local Wellness Policy Meeting Minutes

Menu Advisory Board Meetings Minutes

Food Service Management Advisory Board Meeting Minutes

Date: Wednesday, March 24, 2021

Location: Zoom

Note taker: Yubani Figueroa Valenzuela, Account Specialist Senior

Attendees and Introductions:

Anabel Rubio- Director of Food Services
 Ryan Dennard- Assistant Manager/Wellness Coordinator
 Scott Fedewa- District Chef
 Yubani Figueroa Valenzuela- Account Specialist Sr./Liaison
 Lisa Wheeler – Assistant Manager/Wellness Coordinator
 Candice Whitbeck – District Meal Planner/Parent
 Andrea Zechmann – Community Dietician from Maricopa County
 Ryan French – Chief Operations Officer
 Jose Urquijo – PE teacher at Collier

Establishing Members:

Each month we are encouraged to bring a friend to the next meeting. We are continuing with our goal to encourage more participation, create a team of volunteer members for the committees. This volunteer committee meets four times each school year and can be made up of Nutrition Specialists, Teachers, District Administrators, school nurses, parents, wellness advocates, students, and community members who have a passion for wellness and understand the importance of proper nutrition and adequate physical activity in our schools.

What is the wellness meeting about: goals for the year, caterings, gardening, farmers market, accountability for our tasks. ADE feedback is that is our wellness policy is well run; doing great things and taking this seriously.

Ryan D. is the Wellness speaker and leads the GetFit program. He welcomes everyone, acknowledges there are fresh faces and introduces Mr. Jose Urquijo and Ms. Andrea Zechmann. Ryan lets Mr. Urquijo know that Andrea is a great resource for any future program plans he may have. Ryan D. opens the floor for affirmations, ideas, and thoughts.

Andrea Z. introduces herself as Community Dietician from Maricopa County Department of Health and is in support of schools that are 50% free & reduced eligibility sites. Andrea congratulates Littleton District/SFE for a great job with the Wellness Committee. Recognized the remarkable physical activity goals and hopes to continue to be able to support in any way.

Goals:

Attention to mindset and taking on the initiative instead of being reactive; being proactive and creating new experiences for the kids. Being in communication and informative for the students. Meeting with the intent to have new ideas for students with students in mind.

Encouragement of community lifeline to express what they need. What they like or do not like about particular food.

We need to communicate effectively and continue identifying areas of strength in the Healthy Schools Wellness Plan Aka Local Wellness Policy, Menu Advisory Board and the Food Service Management Advisory Board as leaders. Our goals as leaders are reviewed each meeting to discuss the requirements to communicate effectively with others to align with the districts mission, vision, and goals for public involvement, public updates, policy leadership and our evaluation plan. Our goals are to identify areas of strength in all of the LESD wellness committees and report the progress made in each wellness initiative. By communicating with all stakeholders, we are able to encourage others to join the committee.

Policy update —We are doing very well on our 3-year track, but previously suggested we update the PE part of the LWP policy with the goals on education. This is why it is important to have the policy to include goals, Nutrition Education, Physical activity, and other school based promotions for student wellness. Maricopa County Department of Public Health Office of School Health and Wellness Initiatives shared "Littleton School District is doing very good!" We meet all of the requirements for a district-wide wellness committee. We meet at least 4 times per year and have seen big improvements since the creation of our wellness policy in all areas to include food and beverage marketing, healthier food and beverage options, and physical activity. These are unprecedented times yet still meeting and focused on the wellness policy. Continuing strong with practicing good habits and meeting all goals.

Affirmations:

Identify which areas are going well in Health and Wellness and throughout the district organization:

- Ryan D. – as a whole, acknowledges the effort put in throughout the year and sees the light at the end of the tunnel. The team made it through difficulties and kudos to everyone for putting 100% effort in their roles. A huge affirmation to Yubani for the organization of the Local Wellness Meetings.
- Anabel – affirms everyone, the food service staff, and the Littleton community--kudos! Monday the 22nd, all students were back in person and it was a successful day, it was not perfect but definitely great turnout; the community and students were provided meals. Again, affirms everyone in Littleton community.

Review Nutrition Initiatives:

FY2020/2021 Meetings
March 24, 2021
Location: Zoom
Time: 3:00PM-4:00PM

This is the fourth meeting of the year. We discussed our gardens, nutrition education and activities. We will continue to identify what we want in areas of strength in our wellness program. We will report the progress as we review specific aspects of our written plan, determine the significance of food on students' academic progress, analyze survey results with our current guidelines, understand the requirements, assess our current policy and implement new requirements.

Thoughts and Ideas

Ryan D. recaps on Get Fit from last meeting and running the program. Ryan used Andrea's tiles for the Get Fit event, where Ducey Day Care students that were on site participated in. Ryan shares his screen to display photos of activities and footage that took place with the students. Activities included relay race, jumping, running and other physical activities at different stations. The kids had a lot of fun and expressed they wanted Ryan to come back again. Ryan talks about a new idea for the remind Get Fit Challenge Weekend Warriors. The program is a weekend challenge, simple and fast workouts that kids can do at home. The challenge workout lists exercises with sets and repetition counts to complete. Exercises will vary and can include, for example, jumping jacks and push-ups. Ryan would build upon the workouts plans and have new routines for students. Ryan opens the floor for any member that would like to speak.

Anabel loves the PowerPoint slide ideas presented by Ryan D.; simple movement ideas makes a huge difference. Anabel also loves the food kits prepared by Scott. Anabel explains Roving Chef to Ryan French. For the Roving Chef program, Chef Scott gets together with students that are selected to participate (by the teachers), and use gardening food to prepare a meal. Roving Chef gets 1:1 feedback from the students, they take pictures, and the students end up having a great time. Anabel suggests Roving Chef pictures can be loaded to Littleton Instagram so that students can display their food. Anabel introduces Andrea to Ryan F. and explains she takes part of events and provides information and resources for ongoing and future programs. Anabel is thankful for Andrea, last year she provided mystery boxes for use with the kindergarten students. Anabel requests aprons for future Roving Chef students to keep after participating. Anabel is open to receiving any additional resources that will help.

Lisa expresses what an awesome idea with Get Fit program. Lisa requests clips or photo of the Get Fit event and healthy alternative idea snapshots from Scott to add to the SFE TVs. In regards to gardening, the kits sent out during winter break were great! A few parents sent pictures of plant progress and it was very nice to see. Lisa shows picture to everyone. Lisa will make more kits so that students can continue with the project. Students will have the option if they want to participate. Lisa adds how Roving Chef teaches kids that a garden be a great resource for food. Lisa will also be reaching out to Andrea for resources for the gardening program.

Scott made to-go kits 6.5" pizza for the students, even though Roving Chef is not taking place in groups, yet. Scott tested the pizza and it held very good frozen for a week. In addition, each kit includes a recipe flyer for the students. Scott has worked on other recipes for students as well. Scott thinks requesting parents/guardians to send in pictures of students cooking is a great idea.

Andrea is impressed by how Littleton District is implementing what used to be in a normal school year and making it happen; there are many schools that have not been able to do much given the circumstances. Gives kudos SFE/Littleton District for pushing forward. Andrea mentions she may be able to provide support via extra funding opportunities. The funding could cover anything such as physical equipment for the Get Fit program, soil, seeds, tools, and materials for the gardening program, measuring cups for the Roving Chef. All SFE ideas for Wellness are great, Andrea is happy to help with any needed funding to help grow and/or introduce new programs to the Littleton community.

Ryan F. brings up the topic about a future greenhouse for one of the schools and if it is something to bring to the attention of Dr. Freeman.

Review of Continuing/New Nutrition Initiatives:

- *Farmers Market Events*— The Fall Farmer’s Market normally takes place at Estrella Vista, Littleton, and Collier and the Spring Farmer’s Market normally takes place at Country Place, Quentin, Tres Rios, and Fine Arts. These events are held to encourage students to try new fruits and vegetables. The fruits and vegetables selected are ones in season and are checked for quality and flavor before being given to the students.
It is an SFE initiative during recess hosted every year. SFE orders fruits and veggies and set up stations; provides nutrition education to students at each school site. Hosted in Fall and Spring.
 - *Brain Breaks* – Ryan has worked with a couple of classrooms to create brain breaks for the students. This year, he wants to get more schools and classrooms involved on a more frequent schedule. He is open to ideas that may come from staff, students, or any other stakeholders.
-Ryan breaks the monotony in the classroom. Last year the games pertained to classroom tests. Ryan is open to any type of brain breaks that applies education and helps trigger memory learning methods.
-Anabel suggested a video brain break as a popular break.
 - *HUSSC Grant/Award requirements*- This grant is a voluntary, nationwide program that promotes healthier school environments through a school’s promotion of good nutrition and physical activity. The four levels of performance include Bronze, Silver, Gold, and Gold Award of Distinction. We will look into how to qualify to see if Littleton can apply for this award. Typically this is done every year, however during the current covid-19 circumstances applying for grants has not occurred.
 - *Worm Activities* — We had the first worm activity of the year this week, in which students learned all about worm farm, how to maintain them, and then use them to help produce compost for the school gardens.
-Lisa takes charge of this activity, it is about worm farms to create new soil; lady bugs as well; Anabel learned worm are a good fertilizer for gardening; it was a learning curve about how to keep them alive.
 - *Equipment Grant application* — We received the grant last year and were able to purchase a new serving line for Collier. It has not opened this year but when it does, we will be applying again.
On a normal year, it is something we take advantage every year.
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- *Grants* – We are not currently working on applying to any grants but we are always on the lookout for grants that will benefit LESD.
 - *Gardens* — Gardens are being cleaned up, and planting will begin soon with the plants/produce in season. Every school has a garden coordinator who will get students and volunteers involved in helping maintain them.
-Cleaned up and planting will soon begin; each school will have a coordinator; meeting and events with each school and activities. Lisa has done a great job taking charge of this activity.
 - *Exercise & Wellness Program* — This program is continuing this year and new incentives and ideas will be brought in. Ryan is looking into an incentive program such as Fit Bucks and this will be continued.
-This is still an idea for the future; it is about focusing on the little details (ex: arriving on time); supporting doing small great thing to accomplish greater things in the long term.
 - *Breakfast in the Classroom* — This program will continue this year. Littleton is appreciative that we are able to participate and qualify for this program at no cost to our students. This program takes a lot of dedication and collaboration from everyone, so everyone involved is appreciated. Tally sheets being used during this time; somewhat out of context but getting breakfast to students has been great.
 - *Smoothies* — Smoothies are a big hit with the students. Twice a month, kitchen staff spend all morning preparing them with fresh ingredients. This will continue this school year and we will continue looking for new smoothie recipes as well.
-Encourages comradery; making smoothies is a teambuilding moment; the reward is great as everyone enjoys the smoothies.
 - *Roving Chef Program* — Dates are being chosen for the roving chef program. For the younger grades, mystery boxes will be continued. We want to incorporate the gardens with the roving chef program to start utilizing fresh vegetables.
-Scott would like teachers to participate; anticipates set up of tables and recipe cards and students get to make it and it gets relayed to menu planner. Garden to plate is really enjoyed. Scott plans and would like to do more of those; they will eat anything cooked, that grows; very exciting program.
 - *SFE TV BLURBS*— TV Blurbs have received positive feedback so they will continue to be updated with nutritional facts, the food menus, and other information for staff and students. The next step would be to personalize them more to each site with information pertaining to that site.
-used to have intern for the tv blurb; daily facts about nutrition. Have not done it in a while due to Covid. Potential idea to use TVs that are available like the lobby areas; add the menu or serving days; something that normally would not be accessible.
 - *Donations* — See Lilly in the Business Resources Department for any questions about the process of receiving or giving donations to the district. Must complete a 'Request for Acceptance of Gift & Donations' form that is on the intranet under Business Resources. The Business Resources Department will send the information to the Governing Board for approval of acceptance. All donations received will be recognized by the Board. Once accepted by the Governing Board, the Business Resources Department will mail a 'thank you' letter to the donor.
-Lilly (Business Department) gets the deposits; any ideas that Yubani or Harmon might have are welcome.
 - Safety questions/reviews about exercise limits and parameters are being researched.
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- *Books* —We will have Dr. Seuss day and will encourage book fairs to highlight any books on nutrition and physical activity.
-won't have this day due to covid-19; we give out books; we order 20 books per school site and raffle for the students to get free books; usually in the spring time.
- *Nutrition to Reading, Math, and Physical Education.* Will follow up on this.

- *After school snacks* — Will take place during the Read Better Be Better Program, some schools will participate in After School Snacks during this time. The site applications for these schools will be submitted to ADE for approval. Schools are considering allowing all grades to have snack time during school hours, teachers will receive more information on this soon. We want to encourage healthier snack options if all schools will offer snacks.
-we feed student afterschool; not currently happening due to Covid
- *Donations to St. Mary's Food Bank* — We donate to St. Mary's Food Bank and they provide meals to others.
- *Farmers Market and Events* — The goal is to get more events planned for this school year and continue getting new fruits and vegetables for the students to try.
- *Garden Program* – The goal is for each site to be responsible for their garden in maintaining it throughout the entire year. We want students to be excited about helping out with their garden. We want to look into incorporating recycling into the garden program by upcycling, using compost from our food, and thinking of new ways to bring the two together.
- *Marketing* — We will speak to IT about any social media awareness that we can bring to the Food Services department to help share with families what is going on as well as any tips on nutrition and exercise.
- *Board awareness* — We want to make sure we are always communicating what is going on with our committee as well as all the different activities being done with students at all the campuses.
- *Exercise and Wellness* (physical activity to promote student wellness) — The TVS can be incorporated to promote nutrition and exercise.
- *Blender Bike!* –Students love the blender bike; we will use it again this year and incorporate more recipes.
- *Healthy Rewards* such as non-food rewards. Healthy rewards for the students to encourage them with 'no candy as a reward' since the kids used to receive food or candy for good behavior. These rewards can also include things that will encourage students to be active such as basketballs, baseballs, etc.
- *Roving Chef Program* — The goal for this program is to expand it to all the schools and have various dates throughout the school year.
- *Compost Goal for Green* — Continue working with our contacts to include more 'worm days' and worm activities as well as continuing to use the compost tumblers.
- *Newsletter Blurbs* – Was started with Estrella Vista, with the collaboration of the Principal. It was a small section in their newsletter that was sent home with parents that included Nutrition facts. The principal is no longer there so this might not continue this school year.
- *Lean and Green Menu* — There are vegetarian days due to the increase of vegetarian students. These days can include 'Meatless Mondays' or dairy substitutes for lactose intolerant students and staff. These days are also to encourage students to eat more vegetables.

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- *Breakfast in the Classroom (BIC)*. Breakfast Patterns Surveys, and Data review analysis was conducted and reviewed to understand students better. Training for new staff will continue to ensure correct data is being collected. We encourage staff and student feedback on the meals served.
 - *Soda Free Zones* in the cafeterias will continue to focus for a change. Other non-nutritious items were talked about, such as other sugary drinks or family sized bags of chips. If this standard gets written into the Local Wellness Policy, it will have to be enforced at all campuses. Right now, every campus has different expectations all relating to the administration expectations.
 - *Fitness Food and Fun (FFF)* to get more PE teachers to participate in the "Get Fit".
 - *Grilling and Grilling events* with the Principal ideas was a goal and now accomplished.
 - *Mobile Ordering* – latest accomplishment and has been an added of success to Local Wellness; it has helped increase the numbers and team members have become

Future Goals

Ryan D. plans for Get Fit program for next year, which involves the idea of incorporating the alphabet and including fun facts and activities that start with the particular letter. For example, letter A would mention vitamin A, abdominals, arm circles, air hockey. The program would involve all schools and Ryan would open it up for the District as well.

Anabel will be in touch with Andrea for resources to supplement on-going and future programs. The bus wrap idea is excellent for meal delivery service. As a side note, home delivery meals were a high demand, turned out to be a great way to offer meals to the community. Regarding the greenhouse, funding is there, and need final approval to move forward. Anabel is looking forward to seeing what the goals are for green house coordinator and students came up with idea about the greenhouse;

Lisa will continue to work on the District office garden. Lisa is brainstorming what to plant next, perhaps flowers and some herbs, anything that will make the garden beautiful. A Home Depot trip is pending to get started on the District garden. Lisa lets everyone know once ready for harvest, anyone can take home herbs/vegetables. Lisa explains Estrella Vista's garden coordinator received a grant and would like to use the funds for a greenhouse. It would need to go through the proper channels to get it approved. Lisa has talked to Steven in Maintenance, and at this time approval is needed to get started.

Andrea brings up a recent meal bus nutrition wrap that another district had and was great. If that is something Littleton/SFE would be interested in, that is something that could be looked into.