



## Healthy Schools Wellness Policy/Local Wellness Policy Meeting Minutes

Menu Advisory Board Meetings Minutes

Food Service Management Advisory Board Meeting Minutes

**Date:** Wednesday, November 10, 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  
 Yubani Figueroa Valenzuela- Account Specialist Sr./Liaison  
 Yolanda Carrasco- Assistant Manager/Garden Coordinator  
 Chelsey Guhlke- PE Teacher at Collier  
 Andrea Zechmann- Community Dietitian at Office of Nutrition & Active Living  
 Polina Ivanova- 2<sup>nd</sup> Grade Teacher at Collier  
 Ryan French – Chief Operations Officer  
 Jose Urquijo – PE teacher at Collier  
 Natalia Stifano – Teacher at Collier  
 DJ Kneifel

### 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.

Anabel Rubio welcomes everyone, acknowledges there are fresh faces and starts the meeting.

### 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.

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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 (LWP), 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 & Elements of LWP*—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. 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:

- Anabel – Proud that all the gardens are back and actively cared for. Quentin Garden Club students took initiative starting and caring for the garden. The students have been enthusiastically involved in what they want growing. That is amazing!

**Review Nutrition Initiatives:**

This is the second 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. – Grill days will be starting December 1. Tres Rios and Country Place is planned to be scheduled for December 8, and the remaining of the schools will have their Grill Day the first 3 weeks of February. Ryan is also working with Andrea Zechmann, from ADE, to help with games for the students during recess time. This will create an event during recess with the intent to keep kids engaged and active and then reward them with prizes for their participation. Ryan's time is currently stretched with his time here at Littleton and other District however; he mentions he can work with anyone to support any activities, including 'Brain Breaks'. Ryan is ready and available to meet with any staff interested in getting an idea started.

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Anabel –Garden program has started, including at the District office and Anabel is very proud of the accomplishment. The only site pending is Estrella Vista but it is still a goal to be completed. The beds had been empty but is now very excited to have them filled. Yolanda and Anabel took the initiative to plant at the school sites. Andrea Zechmann was able to provide tools for the Garden Club, thank you! Quentin has an active Garden Club and they have been doing a great job. The Garden Club has about a group of 8-10 that meet on Mondays. The students have asked for various ingredient plants and are taking the lead on what they want and that is amazing. We want students to learn and lead. We are all learning as we go. There is still beds we can still plant for anyone interested. This is the first year where we have the same theme across the gardens with ingredients for salsa making.

Chef Scott is out sick but was very excited about Roving Chef. Roving Chef is coming up soon for a small group of students. They will get to follow along on a recipe and create a dish of their own. Last year we could not do much of anything so Anabel is happy with this year's activities.

The weather has been perfect of outdoor activities. On Grill Days, Principals get dressed up as a chef and students get to eat what the Principal cooks up!

Update on Menus: We have had struggles with the menus since there is a huge supply chain issue. We are good at getting the menus ready but recently, it has been challenging due to shipment of product. Now that many schools are open, demand is high and supply is low. We are not the only district going through with this problem. Anabel has reached out to other colleagues about what they are doing with limited supply. There is a lot of cereal going around for breakfast but still working hard to be innovating on the lunch menu to provide students nutritious meals. Menu meetings plan is to get innovating with the breakfast and lunch menus.

Thanksgiving luncheon is next week. With all the supply chain issues, we are so glad we ordered food in advance. In the past, school sites would normally have at least 200 guests, this year we cannot invite the community. Students, staff, and teachers will have Thanksgiving luncheon the week before Thanksgiving break. We are super excited to split the schools' Thanksgiving meal between Tuesday, Thursday, and Friday. Thanksgiving meal includes sliced turkey, green beans, roll, homemade pumpkin bars!

Thank you for joining our meeting and to the new faces joining us. We are very proud with our accomplishments so far, especially considering the entire shut down from last year. Anabel opens the floor to anyone that has anything to add, questions, comments, and/or concerns.

<b>Review of Continuing/New Nutrition Initiatives:</b>
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- *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

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**FY2021/2022 Meetings**  
**November 10, 2021**  
**Location: Zoom**  
**Time: 3:00PM-4:00PM**

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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.
  - *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.
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- *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.
  - *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.

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- *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.
  - *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.

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- *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.

### **Future Goals**

Ryan D. – Grill Days start early December at the school sites and forecast to have the remainder schools have their Grill Day in February.