



OFY-Duarte

**School Wellness Policy**  
**2022/2023**

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## **Introduction**

Options for Youth - Duarte (“OFY-Duarte” or the “School”) strives to provide a safe and healthy environment for all members of the School community. In accordance with the requirements of applicable state and federal law, OFY-Duarte, in collaboration with the School’s Wellness Committee, School Site Council, and other community stakeholders, has developed this School Wellness Policy (“Policy”) using the CDC’s *Whole School, Whole Community, Whole Child (WSCC)* Model approach. Our students are at the center of this Policy with our primary focus being keeping students healthy, safe, engaged, supported, and challenged.

## **Wellness Committee**

The Wellness Committee consists of stakeholders who are involved in the development, implementation, review, and updates of this Policy. Members of the Wellness Committee are School officials or others within the School community. The Principal, or designee, will convene the Wellness Committee at regular intervals and facilitate updates to the Policy as necessary. The Wellness Committee will work to develop relationships with community partners to meet the Goals for Student Wellness outlined in this Policy and improve access to resources for students and the overarching School community. The Wellness Committee will work in collaboration with the School Site Council and the School’s Board of Directors as necessary to ensure implementation, oversight, periodic review, and triennial evaluation of the Policy.

### **OFY-Duarte Wellness Committee**

Bernadette Grant

*Principal*

Angelica Lopez

*Assistant Principal of Instructional Operations/COVID-19 Compliance Officer*

Sindy Park

*Assistant Principal*

Allan Valente

*School Sports Advisor*

Alisha Pratt

*Teacher*

Carmen Schuetterle

*Teacher*

Carrie Zaragoza  
*Parent Representative*

Shannon Sanchez  
*Student Representative*

Adrian Pinedo  
*Student Representative*

Andy Tsai  
*Operations Manager (Lunch Program)*

Shasta Ortiz  
*Project Manager, School Safety & Wellness (CMO)*

Maricela Frymark  
*Director of School Policy (CMO)*

## **School Meals**

The School is committed to serving healthy meals to students, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams of trans fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of students within their calorie requirements. The School's meal program aims to improve the diet and health of students, 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. The School currently participates in the National School Lunch Program and the School Breakfast Program. All breakfast, lunch, and after-school meals served to students as part of the meal program shall meet or exceed current nutritional standards set forth in applicable state and federal laws, including but not limited to those under 7 CFR sections 210.10, 210.11, or 220.8, as applicable.

Beginning in the 2022/2023 school year, OFY-Duarte will offer two nutritionally adequate school meals free of charge during each school day to any student who requests a meal, regardless of the student's eligibility for a free or reduced-price meal.

The School does not sell food or beverages on campus nor does it promote or market foods or beverages that do not meet applicable state and federal nutrition standards. Food or beverages provided to students free of charge outside of the reimbursable meal program (e.g., student celebrations) do not have to meet state or federal nutritional standards. The Principal is authorized to set nutritional standards for such food or beverages or to limit the amount that is provided on-campus, as appropriate. Sustainable snacks and fresh fruits and/vegetables are available free of charge at the snack station. Drinking water dispensers and/or bottled water are available at the learning center.

The School does permit on-site holiday parties and/or celebrations where food may be catered. Students attending off-site field trips or other extracurricular events will be offered breakfast, lunch, and/or dinner depending on the duration of the event. Meals for such events are carefully considered by the Principal or designee.

## **School Safety & Environment**

All visitors of the School are required to check-in at the front desk and may be subject to a health prescreen and/or temperature check if recommended by local health guidance. All members of the School community are encouraged to monitor themselves for signs and symptoms of illness daily and stay home when they are sick. All staff & students must wear a photo identification card, clearly displayed, either clipped to a garment or worn on a lanyard, and utilize our SafeTrac system to conduct a health screening to be cleared for attendance at the learning center. Each learning center has 24-hour video surveillance. A Safety Coordinator/Safety Liaison and /or Security Guard is on campus during regular school hours.

Staff and students will be informed of and be required to follow all applicable School rules and safety protocols while on campus, while on school-sponsored transportation, and during any school-sponsored activity or event. The School's Safety Coordinator will hold earthquake, fire

and lockdowns drills at each learning center at least once each semester to ensure the School community is prepared for emergency situations. The Assistant Principal or their designee will monitor the School facility and refer potential hazards for repair promptly. The School regularly performs general maintenance evaluations of the facility. OFY-Duarte is an alcohol, tobacco, drug, and substance-free environment.

Select School staff members have received general first aid and CPR training. Athletic Coaches receive annual training in Concussion In Sports, Heat Illness Protection and Sudden Cardiac Arrest. The School is equipped with an automatic defibrillator and trained staff in the event of cardiac arrest on-site. The School is equipped with an Epi-Pen and staff who have been trained to administer in the event of anaphylaxis on-site.

The School promotes healthy, respectful relationships between students and their peers and has established policies and practices designed to create an environment free from discrimination, intimidation, bullying, and harassment. The School will develop relevant opportunities geared towards students and/or parents promoting awareness and providing education on bullying, dating violence prevention, domestic violence awareness, human-trafficking awareness, social tolerance, and respect for others.

### **Student Health**

The School provides a variety of annual health-related notifications to all students/parents at registration and at different points throughout the school year. These notifications include but are not limited to: Covered CA, Type I & II diabetes awareness, CA Healthy Youth Act, CA COVID-19 Youth Information Act, Concussion Awareness, Sudden Cardiac Awareness, and Opioid Factsheet. All students must provide an up-to-date physical clearance form signed by an approved medical professional prior to participating in competitive sports sponsored by the School.

The School Nurse will provide grade level mandated screenings for vision and hearing and will recommend other screenings to students as identified/needed. Students who require medication administration while on campus should reach out to the School Nurse or Principal for instructions on how to obtain a Medication Administration Authorization Form. Students and parents are encouraged to reach out to their Post-Secondary Counselor for assistance in obtaining referrals for health, nutrition, housing, and other social services referrals as needed. The School offers on-site and/or over the counter rapid COVID-19 testing as needed.

### **Mental Health**

OFY-Duarte believes in making personal connections with its students in an effort to best provide the specific support they need to be successful. Students have access to a School Psychologist who can provide necessary on-site services. This includes mental health awareness, individual counseling, group counseling, or other support services. The School has a referral protocol in place to identify different levels of support needed including risk/threat assessments for potential harm to self or others.

## **Collaboration & Rollout**

OFY-Duarte leadership has surveyed the school community and determined that wellness is a priority for both families and staff. The Wellness Committee has reviewed survey data collected and has consulted with the School Site Council as well as various education partners to determine specific goals to improve and maintain a healthy and safe environment for the school community.

The Wellness Committee, under the direction of the Principal, Assistant Principal, or their designee, has or will take the following steps to achieve the School's Wellness Goals set forth in this Policy;

1. Provide a digital copy of the Policy to the members of the school community via School Messenger and make physical copies available for pick up in the learning center upon request. The Policy will also be posted to the School's website.
2. Add a Wellness Suggestion Box which allows the Wellness Committee to continuously collect feedback on existing programs and allow for suggestions for new programs. Suggestions received will be reviewed by the Wellness Committee.
3. Brainstorm and determine actual events and/or programs and begin planning for event or program execution.
4. Connect with local community partners to build a pool of wellness related resources for students, staff, and the overall school community.
5. Plan, promote, and execute actual local events/programs determined by the Wellness Committee.
6. The Principal or designee will provide the School's Board of Directors with an update on the progress on Wellness Goals no less than once each semester via an agenda item to allow for public comment.

## **Goals for School Wellness**

### **Nutrition Education Goals**

**Goal 1:** *The School will encourage the development of knowledge and skills that become lifelong healthy eating habits by offering a variety of elective courses focused on nutrition education to all students.*

**Goal 2:** *The School will offer one meal preparation opportunity to students on campus outside of the standard curriculum encourage the development of knowledge and skills that become lifelong healthy eating habits*

**Goal 3:** *The School will offer Experiential learning opportunities geared towards nutrition education.*

### **Nutrition Promotion Goals**

**Goal 1:** *The School will promote positive lifelong nutrition habits by featuring healthy meal recipes, ideas, resources or promotion of nutrition education opportunities in a quarterly Wellness Bulletin.*

**Goal 2:** *The School will hold a Wellness Event which includes information on healthy food access.*

### **Physical Activity & Education Goals**

**Goal 1:** *The School will offer grade appropriate Physical Education courses to all students.*

**Goal 2:** *The School will offer a variety of Physical Activity opportunities throughout the academic year such as competitive, team & individual sports.*

### **School Based Activity Goals**

**Goal 1:** *The School will provide various social-emotional learning opportunities to students throughout the academic year which may include mental health seminars, webinars or summits.*

**Goal 2:** *The School will offer staff various wellness activities throughout the academic year.*

### **Evaluation & Revisions**

At least once every three years, the Wellness Committee will assess the School's compliance with this Policy, and may use appropriate tools such as the WellSAT. The assessment will measure the School's implementation of the Policy, including the extent to which the School is in compliance with the Policy, the extent to which the Policy compares to model local school wellness policies, and a description of the progress made in attaining the goals of the Policy. The assessment results will be made available to the public in an accessible and easily understood manner. The School will make appropriate updates or modifications to this Policy based on the results of the assessment, and parents, students, School officials, and the general public will be invited to participate in the process. The updated Policy will be presented to the School's Board of Directors for approval at a public meeting.

### **Record Keeping**

The School will retain records to document compliance with the requirements of this Policy at the learning center and/or on the School's internal computer network. Documentation will include, but will not be limited to, the following:

- This Policy;
- Documentation demonstrating compliance with community involvement requirements, including requirements to make this Policy and the triennial assessments available to the public, provide members of the public an opportunity to participate in the development, implementation, and period review and update of this Policy, inform the public about progress toward meeting the goals in this Policy, etc.; and
- Documentation of the triennial assessments of this Policy.



## **USDA Statement**

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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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### **Resources**

Centers for Disease Control and Prevention

[The Whole School, Whole Community, Whole Child \(WSCC\) Model](#)  
[CDC Healthy Schools](#)

United States Department of Agriculture

[A Guide to Smart Snacks in Schools](#)

California Department of Education

[School Nutrition](#)