



SCHOOL BOARD ACTION REPORT

DATE: June 5, 2017
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Teresa Fields, Nutrition Services Director; trfields@seattleschools.org
Pegi McEvoy, Assistant Superintendent, Operations;
pmcevoy@seattleschools.org

For Introduction: June 28, 2017

For Action: July 5, 2017

1. TITLE

Repeal Board Policies H61.00, Food Service, H61.01, Breakfast and Lunch Program, and H62.00, Breakfast and Lunch Program – Free and Reduced Price Meals; and adopt Board Policy No. 6705, Food Service and Student Nutrition

2. PURPOSE

This Board action adopts new policy regarding the breakfast and lunch nutrition programs as recommended by the United States Department of Agriculture (USDA) and state Wellness Policy recommendations; it also repeals outdated policies in accordance with the Board's Phase II policy work.

3. RECOMMENDED MOTION

I move that the Board of Directors repeal policies H61.00, Food Service, H61.01, Breakfast and Lunch Program, and H62.00, Breakfast and Lunch Program – Free and Reduced Price Meals adopt new Policy No. 6705, Food Service and Student Nutrition as attached to the School Board Action Report.

4. BACKGROUND INFORMATION

Background: New Policy No. 6705, Food Service and Student Nutrition, is an outcome of the work of a Nutrition Services Policies Task Force that was formed in response to:

- a federal requirement for community engagement in the development of student wellness policies;
- a recommendation by Prismatic Services, a national consultant who reviewed the SPS Nutrition Department;
- a school board emphasis on community engagement and the provision of a Level III community engagement opportunity; and
- a need to complete Phase II policy work in the 6000 section by updating and/or repealing old policies and board procedures ranging from 12 to 32 years old.

The task force was made up of representatives of district labor partners (PASS, SEA, and 609), PTSA, and other community representatives (elementary and secondary parents, Lunch and Recess Matters representatives, community-based organizations, and other government agencies). The task force met four times, receiving training on the district's equity work, what is policy and procedure, and how schools develop master schedules. They also heard from a panel of informed students on food and their experiences with district nutrition, and another from community representatives on the use of kitchen facilities.

The primary issue addressed by the task force was the need to ensure that all schools provide a minimum of 20 minutes of seat time for students to eat and socialize; this amount of time was identified in the old nutrition policies as well. Implementation of this policy is different at the elementary and secondary levels:

- Secondary schools have been moving toward as long as an hour break in their master scheduling to provide time for staff to have mandatory lunch time and for there to be space in the day for structured social activities like clubs, so the 20-minute minimum is not significant.
- Elementary schools struggle with how to allow the 20 minutes of seat time, and PASS task force members asked for clarity in policy language so this can be implemented more uniformly across the district and communicated well with concerned parents and groups like Lunch and Recess Matters. In paragraph 4 of the Food Service and Student Nutrition policy, language specifies:
 - 1) A minimum of 10 minutes seated time for breakfast and 20 minutes for lunch;
 - 2) Additional time as needed for standing in line; and
 - 3) School leaders and food service staff placing a high priority on reducing cafeteria line times to no more than 5 minutes for students.

Monitoring performance and enforcement of these times will be a challenge. Some schools have several parent and community volunteers to help with lunchroom facilitation and supervision. Staffing lunchroom activity is a challenge for many other schools. But this new policy provides the clarity elementary principals on the task force requested, as well as allows some flexibility in the structure for staff coordination. There will be site-specific issues during implementation regarding the daily schedule for Executive Directors of Schools and Operations staff to support.

The second important issue addressed by the task force was to increase participation in the nutrition program. Nutrition Services staff participating on the task force heard many good suggestions on how to improve the lunchroom experience, which will be included as part of procedures. Staff will also have to work with vendors to improve sources of products that meet the varying cultural needs of district families.

The third issue will be how to communicate and work with families and community partners to:

- Emphasize the quality of food products used and how they meet the needs of a variety of cultures;

- Encourage the use of the breakfast and lunch programs by both students eligible for Free and Reduced Price School Meals (FRPSM) and those who are not; and
- Get regular feedback from all stakeholders.

Alternatives: Continuing to keep the 20-minute requirement in procedure rather than putting it in policy will result in what currently exists in the district - implementation is sporadic and inconsistent across the district, which results in parent and community frustration.

Research:

- USDA requirements for policy changes
- Prismatic Report

5. FISCAL IMPACT/REVENUE SOURCE

There is no anticipated fiscal impact to these policies. The 20-minute seat time has been in Board Procedures. While the addition of five minutes of passing time may have an impact on hourly employees involved in lunchroom supervision, this can be accommodated on an individual school basis as needed.

6. COMMUNITY ENGAGEMENT

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

- Not applicable
- Tier 1: Inform
- Tier 2: Consult/Involve
- Tier 3: Collaborate

The district formed a task force that informed this work, as described in the background section above.

7. EQUITY ANALYSIS

Task force members received training in the District’s equity toolkit and discussed the impact of proposed changes on equitable outcomes throughout task force meetings. Issues identified through these discussions included ensuring that all students had enough time to eat, that there was no stigma for free and reduced lunch priced meals or fears by families over privacy, and that the type of foods served cover a broad range of cultural dietary practices.

8. STUDENT BENEFIT

Research is very clear that providing nutritious meals to students boosts academic achievement. The breaks in the middle of the day contribute positively to the social-emotional growth of children. Allowing enough time to eat assists in teaching students good eating habits.

9. WHY BOARD ACTION IS NECESSARY

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. _____, [TITLE], provides the Board shall approve this item

10. POLICY IMPLICATION

This is a continuation of the work of Policy 3405, Student Wellness, which was recommended by a task force and adopted by the Board in 2015 as a requirement of the United States Department of Agriculture (USDA). Several outdated policies (linked below) would be repealed as part of this work, as requested by the Board in the Phase II policy revisions.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Operations Committee meeting on May 18, 2017. The Committee reviewed the motion and moved it forward to the full Board with a recommendation for approval.

12. TIMELINE FOR IMPLEMENTATION

Upon approval of this motion, staff will develop menus and training necessary to serve a diverse menu, work with Communications on a marketing plan for the Free and Reduced Priced School Meals (FRPSM) program, and communicate changes with school leaders.

13. ATTACHMENTS

- New Policy No. 6705, Food Service and Student Nutrition
- Policies to be repealed include:
 - H61.00 [Food Service](#)
 - H61.01 Procedure [Breakfast and Lunch Program](#)
 - H62.00 [Breakfast and Lunch Program - Free and Reduced Lunch Priced Meals](#)

	FOOD SERVICE AND STUDENT NUTRITION	Policy No. 6705 [DATE] Page 1 of 2
---	---	---

The Board recognizes that school meal programs help students develop good eating habits and understand and appreciate the kinds of food necessary to maintain good health. Children who eat nutritious meals and snacks are more likely to be healthy, perform better academically, and exhibit fewer behavioral challenges. School meal programs are a critical tool in closing opportunity gaps and in the fight against childhood hunger. In addition, meal times provide social interaction and a break from instruction that is important for the social-emotional health of students.

The Board further recognizes that, for many students, the National School Lunch Program (NSLP) sponsors Free and Reduced Priced School Meals (FRPSM) and nutritional opportunities not available elsewhere. The District will take steps to assure that families and students are aware of the NSLP program and that eligible families are encouraged and supported to apply. The District will aim to increase participation in its food service programs by students who are eligible and not eligible for FRPSM.

In order to invite greater participation, each school located in a District building shall participate in National School Lunch programs. District food service will include a variety of nutritious, appealing meals served in a safe, clean and hospitable environment. The food service menu will be developed and presented in a way that affirms and welcomes the cultural diversity of the District's student population. The Board encourages the use of high quality, organically and locally grown food and the exploration of innovative service models and business strategies, including Breakfast After the Bell and after-school meal options that increase student participation and satisfaction while maintaining the financial viability of the program.

Meal periods will be long enough for students to eat and socialize. A minimum of 10 minutes will be provided to eat breakfast and 20 minutes to eat lunch, with additional time as needed for standing in line. Lunches will have sufficient passing time on one side or the other to allow students to get to or from the cafeteria. School leaders and food service staff shall place a high priority on reducing cafeteria line times to no more than 5 minutes for students. Schools will not require students to eat in silence, nor will the time allotted to eat lunch at school be revoked or curtailed for discipline or academic reasons. Meal times will

be scheduled so that dining areas have the capacity to seat all students who wish to eat there comfortably.

The Board encourages structured social activities like clubs or support organizations during meal times so long as these activities do not interfere or compete with students' access to meal service.

The District will engage with students and school and community partners to receive regular feedback on the food service program.

The Superintendent is authorized to develop procedures to implement this policy.

Adopted: [DATE]

Revised:

Cross Reference: 3405, Student Wellness; 6706, Food Service for School and Community Programs

Related Superintendent Procedure: 6705SPA, Breakfast and Lunch Program; 6705SP.B, Breakfast and Lunch Program: Free and Reduced Meal Prices

Previous Policies: H61.00; H61.01; H62.00

Legal References: RCW 28A.235 Food Services

Management Resources: