

STATE LAW AND SCHOOL DISTRICT WELLNESS POLICY CODING TOOL

(For Use with Coding SY 2014-2015 policies)

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UIC Notes:

An original version of this tool was developed by the Robert Wood Johnson Foundation Healthy Eating Research Program, Working Group 1. The working group was chaired by Marlene Schwartz (Yale Rudd Center) and included Anne Lund and Mollie Greves (Washington), Elaine McDonnell and Claudia Probart (Pennsylvania), and Anne Samuelson and Leslie Lytle (Minnesota).

For a description of the development and reliability analyses of the original tool developed by the HER working group, please see:

Schwartz M, Lund A, Grow H, et al. "A Comprehensive Coding System to Measure the Quality of School Wellness Policies." *Journal of the American Dietetic Association*, 109(7): 1256-1262, July 2009.

This tool has been adapted to incorporate decision rules being employed by UIC under the BTG program, the Robert Wood Johnson Foundation-supported National School Wellness Policy Study AND U.S. Department of Agriculture School Wellness Policy Cooperative Agreement (USDA-FNS-OPS-SWP-15-IL-01). New variables have been added, additional decision rules and a [Coding Appendix](#) are incorporated, new numbering system has been implemented for some sections (i.e. old US variables are now labeled as SM variables and old NG variables are now NS variables) and, in some instances, alternative coding is identified.

For additional information on the UIC coding adaptations or for a copy of a grade-specific coding sheet, please contact Jamie Chriqui at jchriqui@uic.edu or 312-996-6410

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UIC NOTES/GUIDANCE

1. Also refer to specific coding examples/scenarios included in the [Appendix](#) in conjunction with this coding tool.
2. BTG is conducting grade level-specific coding; as such, separate codes are created for each variable for each grade level (ES, MS, HS). Use the UIC-created grade-level score sheet to accompany this tool.
 - a. If the **grade-level distinctions are not clear in the policy**, check the district's web site to confirm the ES/MS/HS grades, as appropriate.
3. In cases where **similar policies are coded for districts within or across states**, review the policies and final coding across districts to ensure coding consistency before completing the consensus coding process and prior to submitting the coding for data entry.
4. If multiple districts within the same state all rely on the same **model policy**, code the model first and then apply the coding as appropriate across districts.
 - a. For policies with **CSPI and NANA model**-like provisions, review the CSPI and NANA master coding and code appropriately.
 - i. **Note on CSPI coding:** You will often find nuances and variations in the district policy language so you will need to review the language in the policy and the CSPI model to capture coding nuances accordingly.
 - ii. See also the [CSPI and NANA model guidance](#) in the attached Appendix 3.
5. If there are multiple policies from the same district with differing provisions, give credit for the weaker language.

Version Notes:

- v. 2 (5/5/09): Updated to allow for IOM standards and competitive food ban coding in NG items. Added # minutes/credits for a number of other variables. Added trans-fat ban to NG items.
- v.2 (6/25/09): Numbering was changed for all variables; numbers in parentheses reflect original coding scheme v.1 (SY 06-07 & 07-08).
- v.3 (11/16/10): Added variables US11, US12, & US13 to address specific nutrition standards for school meals beyond USDA NSLP and SBP minimum standards.
- v.4 (8/17/11): Added Section 10, variables R1 through 16, to address posting/access to the wellness policy and reporting on various aspects of wellness.
- v.5 (12/21/11): Added the following variables: US14, PE17, PA10, PA11s, CP4, CP5, NG30
- v.6 (1/28/13): Added US15
- v.7 (1/12/15): Updated variables US3, US11, US12, US13 to account for changes based on 2012 final USDA school meal regulation.
- v.8 (7/2/15):
 - Changed the US variable names in Section 2. Standards for USDA Child Nutrition Program and School Meals to SM (School Meal) and changed the NG variables names in Section 3. Nutrition Standards for Competitive and Other Foods and Beverages to NS (Nutrition Standards). These two sections were also renumbered and new variables added to reflect the USDA School Meals Standards and Smart Snacks standards for competitive foods.
 - Updated variables SM1, NS7, NS8, NS9, NS10, NS11, NS28, NS33, NS34, CP1, CP4, CP5, MP1, R16, R17, R18, R19
 - Added the following variables: SM14, SM16, SM17, SM18, SM19, SM20, SM21, SM22, SM23, SM24, SM25, SM26, SM27, NS12, NS13, NS14, NS15, NS16, NS17, NS18, NS91, NS20, NS21, NS22, NS23, NS24, NS25, NS26, NS27, NS29, NS30, NS31, NS32, NS35, NS36, NS37, NS38
 - Sunset the following variables: US3, US12, US13, US15, E7, NG2, NG5, NG6, NG14, NG16, NG17, NG18, NG19, NG20, NG22, NG23, NG24, NG25, NG26, NG28, NG30

Coding

Scoring of wellness policies is based on the coding of ten sections, containing a total of 122 primary policy items and 19 sub-items. The sections include:

- [Section 1](#): Nutrition Education
- [Section 2](#): Standards for USDA Child Nutrition Programs and School Meals
- [Section 3](#): Nutrition Standards for Competitive and Other Foods and Beverages
- [Section 4](#): Physical Education
- [Section 5](#): Physical Activity
- [Section 6](#): Staff PA/Wellness/Modeling
- [Section 7](#): Stakeholder involvement/feedback
- [Section 8](#): Messaging, Marketing, & Promotion
- [Section 9](#): Evaluation & Implementation
- [Section 10](#): Reporting

Unless otherwise noted, each policy item is coded as “0,” “1,” or “2,” using the definitions below. This coding manual lists each item followed by an explanation of the item and examples of “1” and “2” statements.

Code		Explanation
0	= Not Mentioned	The item is not included in the text of the policy.
1	= Weak Statement	Code an item as a “1” when the item is mentioned, <i>but</i> <ul style="list-style-type: none"> • the policy will be hard to enforce because the statement is <i>vague, unclear, or confusing</i> • statements are listed as <i>goals, aspirations, suggestions, or recommendations</i> • there are <i>loopholes</i> in the policy that weaken enforcement of the item • the policy mentions a <i>future plan to act</i> without specifying when the plan will be established Words often used include: may, can, could, should, might, encourage, suggest, urge, some, partial, make an effort, and try An exception to this would be if the district is unable to enforce action on the item, such as teachers role modeling healthy behaviors (in this case the item would be coded as a “2”).
2	= Meets/Exceeds Expectations	Code an item as a “2” when the item is mentioned, and it is clear that the policy makers are committed to making the item happen because <ul style="list-style-type: none"> • the item is described using specific language (e.g., a concept followed by concrete plans or strategies for implementation) and • strong language is used to indicate that action or regulation is required, including: shall, will, must, have to, insist, require, all, total, comply, and enforce

Coding Hint

One method for deciding between a “1” and a “2” is to consider the scenario of a parent approaching a school district's board of education to discuss something happening in a school. If the policy is written such that it is not clear exactly how the school should behave regarding the issue at hand, code the item as a “1.” If the policy is written such that the parent and board of education will have no trouble deciding if the school is or is not compliant with the policy, code the item as a “2.”

State law may regulate items in this coding tool. State law supersedes the authority of local wellness policies. Depending on how your study is structured, you may want to code according to the strength of state law when it exceeds standards in a policy or when it mentions items not included in a policy. For example, if state law prohibits soda in schools, but the policy does not, you might consider coding as if the policy explicitly prohibits soda.

The federal wellness policy requirements are incorporated into the beginning of each section, as appropriate, and are labeled “Federal Wellness.” The language for these items is taken from these federal requirements (Public Law 108-265, The Child Nutrition and WIC Reauthorization Act of 2004).

Scoring

Policies are scored to determine Comprehensiveness and Strength. Comprehensiveness reflects the proportion of item topics that are simply mentioned. Strength reflects the proportion of items that are addressed with specific and directive language.

Score*	Explanation
Comprehensiveness Score by section	Comprehensiveness is calculated by counting the number of primary items in each section coded as “1,” “2,” “3,” or “4,” dividing this number by the number of primary policy items in the section, and multiplying this number by 100.
Strength Score by section	Strength is calculated by counting the number of primary items in each section coded as “2,” “3,” or “4,” dividing this number by the number of primary policy items in the section, and multiplying this number by 100.
Total Comprehensiveness	Total comprehensiveness is calculated by counting the number of primary items coded as “1,” “2,” “3,” or “4,” dividing this number by the total number of policy items (122) in all ten sections, and multiplying this number by 100.
Total Strength	Total strength is calculated by counting the number of primary items coded as “2,” “3,” or “4,” dividing this number by the total number of policy items (122) in all ten sections, and multiplying this number by 100.

*You may want to count PE1 for both the strength and comprehensiveness scores (it is a 0/1 variable).

The example below shows the calculation of sample scores for Section 1.

Section 1. Nutrition Education		Code
NE1	Includes goals for nutrition education that are designed to promote student wellness in a manner that the local education agency determines is appropriate (<i>Federal Requirement</i>)	2
NE2	Nutrition curriculum provided for each grade level	2
NE3	School has a <u>garden</u> (fruit and/or vegetable) that students participate in	0
NE4	District provides <u>nutrition education training for teachers</u>	1
NE5	Nutrition education is <u>integrated</u> into <u>other subjects</u> beyond health education	0
NE6	Nutrition education teaches <u>skills</u> that are behavior focused, interactive, and/or participatory	1
NE7	Specifies <u>number</u> of nutrition education <u>courses</u> or <u>contact hours</u>	0
Subtotal for Section 1 Nutrition Education	Comprehensiveness Score <i>Count the number of primary items coded as “1” or “2” and divide this number by 7. Multiply by 100. Do not count an item if the rating is “0.”</i>	57
	Strength Score <i>Count the number of primary items coded as “2” and divide this number by 7. Multiply by 100.</i>	29

Comprehensiveness Score = There are two items coded as “1” and two items coded as “2,” for a total of four items. Four divided by seven equals 0.57, multiplied by 100 for a score of 57.

Strength Score = There are two items coded as “2.” Two divided by seven equals 0.29, multiplied by 100 for a score of 29.

SECTION 1. NUTRITION EDUCATION

#	Item	Value	Coding Description
NE1: Federal Wellness – Goals for NE	Includes goals for nutrition education that are designed to promote student wellness in a manner that the local education agency determines is appropriate	0	Either of the following: <ul style="list-style-type: none"> No goals for nutrition education are mentioned Policy clearly detracts from requirement
		1	Any of the following: <ul style="list-style-type: none"> Nutrition education goal is implied Policy only repeats the language of the federal wellness requirement regarding nutrition education Policy only mentions “total learning environment” language and no other NE-related language included. Examples: <ul style="list-style-type: none"> “The district is committed to nutrition education.” “Includes goals for nutrition education...designed to promote student wellness in a manner that the local educational agency determines is appropriate,” (and no other NE goals are stated). “Nutrition policies and guidelines for reimbursable meals will not be more restrictive than federal and state regulations.”
		2	Any nutrition education goal statement is mentioned Example: <ul style="list-style-type: none"> “Schools should provide nutrition education and engage in nutrition promotion.”
NE2: Nutrition curriculum each grade	Nutrition <u>curriculum</u> is provided for each <u>grade level</u> .	UIC NOTE: Health education curriculum should only be coded for this item if there is some reference to nutrition or healthy eating being a component of the curriculum/lessons/topics, etc. A wellness curriculum that does not mention nutrition/healthy eating does not count.	
		0	Any of the following: <ul style="list-style-type: none"> Not mentioned. Integrating nutrition education into other subjects beyond health education does not qualify for a “1” or “2” for NE2. Solely incorporating NE consistent with the state Department of Education standards. Mentions “standards-based NE” without mentioning curriculum/program Addresses a “wellness curriculum” or health education curriculum without including nutrition/healthy eating as part of the curriculum components.
		1	Any of the following: <ul style="list-style-type: none"> Describes general health curriculum or program for “K-12” or “all levels,” and/or it is unclear if each grade will receive nutrition education Addresses NE quality or number of courses/hours but not clear that each grade will receive NE. Standards-based NE curriculum Addresses “sequential NE” without mentioning curriculum or grade levels Addresses “sequential-based NE curriculum” without mentioning grade levels Examples: <ul style="list-style-type: none"> “Enable students, through a comprehensive curriculum, to acquire the knowledge and skills necessary to make healthy food choices for a lifetime.” (Not clear that NE is actually taught at each grade level.) “Nutrition and physical activities lessons will be designed for integration into the curriculum and the health education program.”
2	Clear that district has a nutrition education curriculum or program in each grade Example: <ul style="list-style-type: none"> “Nutrition topics shall be integrated within the comprehensive health education curriculum taught at every grade level (K-12).” 		
NE3: School Gardens	School has a <u>garden</u> (fruit and/or vegetable) that students participate in (includes garden club, kitchen classroom, integration into the curriculum). Must be a component of nutrition education.	0	Not mentioned Vague, suggested
		1	Example: <ul style="list-style-type: none"> “The NE program shall include enjoyable interactive activities such as contests, taste testing, field trips, and school gardens.”
		2	School garden required/definitively in place Example: <ul style="list-style-type: none"> “Each school will establish a school garden to give students the opportunity to plant, harvest, prepare, cook and eat food they have grown.”

#	Item	Value	Coding Description
	NE4: NE training for teachers District provides <u>nutrition education training for teachers</u>	0	Any of the following: <ul style="list-style-type: none"> Not mentioned. Training on school wellness policy does not qualify for a “1” or “2”
		1	Any of the following: <ul style="list-style-type: none"> Type of training is vague (even if required) Provision of training is suggested Specifies only health/nutrition education teachers will receive training Examples: <ul style="list-style-type: none"> <i>“In-service training for health education teachers is encouraged.”</i> <i>“Training opportunities for staff in the area of food nutrition is encouraged.” (Count this as long as not in the food service section of the policy. This variable is for teachers/NE teachers; not food service staff.)</i>
		2	All of the following: <ul style="list-style-type: none"> Provision of training is specific to nutrition education and required Policy implies that a broad set of teachers will receive training (not only health education teachers) Example: <ul style="list-style-type: none"> <i>“Professional development training will be offered in the area of nutrition education for all interested MPS faculty and staff.”</i> <p>(NOTE: This is different than the coding for SM10=1 because the goal in SM10 is that all food service staff will have professional development whereas NE4 seeks to ensure that all staff will be provided the opportunity for professional development.)</p>
	NE5: NE integrated into other subjects Nutrition education is <u>integrated into other subjects</u> beyond health education *See Coding Appendix 5 for additional clarification	0	Not mentioned
		1	Vague and/or suggested Examples: <ul style="list-style-type: none"> <i>“...will encourage teachers to integrate nutrition education into the broader curriculum.”</i> <i>“Staff shall teach, encourage, and support healthy eating by students by providing NE and engaging in nutrition promotion for all grade levels throughout the school day in a number of different instructional settings. Instruction shall be integrated and include information about nutrition, exercise, and/or healthy choices that...”</i> <i>“Instructional staff are encouraged to integrate nutritional themes into daily lessons when appropriate.”</i>
		2	Requires that nutrition education be integrated into other subjects Examples: <ul style="list-style-type: none"> <i>“Nutrition education will be integrated into mathematics classes.”</i> <i>“Nutrition education will be integrated into the broader curriculum, where appropriate.”</i> <i>“The wellness committee is responsible for overseeing policy implementation in the following areas...integration of nutrition into overall curriculum.”</i>
	NE6: NE teaches behavior focused skills Nutrition education teaches <u>skills</u> that are behavior focused, interactive, and/or participatory	0	Not mentioned
		1	Any of the following: <ul style="list-style-type: none"> Skill-based nutrition education is suggested Specific skills are mentioned, but none are required Skill-based nutrition education is suggested outside of the NE section of the policy Examples: <ul style="list-style-type: none"> <i>“All students shall possess the knowledge and skills necessary to make nutritious and enjoyable food choices.” (This language was included in a policy with a weak NE section; this language fell under “other school based activities.”)</i> <i>“Schools will provide NE to foster lifelong habits of healthy eating.” (Key here is “habits”—we equated lifelong habits similar to skills)</i> <i>“Students will receive NE that fosters the adoption and maintenance of healthy eating behaviors.”</i>
		2	Either of the following: Skill-based nutrition education is required Specific skills or activities are identified and required (e.g., media awareness or understanding calorie balance, energy expenditure, and nutrition facts labels) Example: <i>“Nutrition education will provide the knowledge and skills necessary to promote student health.”</i>

#	Item	Value	Coding Description
		0	Not mentioned.
	NE7: Number of NE courses or hours Specifies <u>number</u> of nutrition education <u>courses</u> or contact hours	1	Either of the following: <ul style="list-style-type: none"> Amount of nutrition education is vague and/or suggested NE is included in HE, but it is unclear how many credits/hours are for NE Example: <ul style="list-style-type: none"> <i>“An appropriate number of class hours should be designated for nutrition education.”</i>
		2	Number of hours or courses are specified and required Example: <ul style="list-style-type: none"> <i>“...will ensure that four hours of class time will be designated for nutrition education every month.”</i>
	NE7a: Amount of NE courses/hours/credits Amount of nutrition education courses, contact hours, or credits required (Specify) Note: must be specific to NE (not HE)		Specify the amount of nutrition education courses, contact hours, or credits required for graduation. Be sure to include the quantity and the unit. (e.g., 2 courses, 1 credit, 40 hours, 2 Carnegie units) _____# hours/credits or _____units (Fill in # or units) Note: ONLY COMPLETE if NE7=2; otherwise leave it blank.

SECTION 2. STANDARDS FOR USDA CHILD NUTRITION PROGRAMS AND SCHOOL MEALS

*USDA School Meal requirement variable. If a district meets Federal/USDA meal standards (7 C.F.R. 210.10), apply USDA School Meal standards coding. See coding [Appendix 2](#) for values to be applied.

#	Item	Value	Coding Description
SM1: Federal Wellness – School Meal Guidelines* <u>Federal Wellness:</u> Assures that guidelines for reimbursable school meals shall not be less restrictive than USDA school meal regulations (7 C.F.R. 210.10)		0	Not mentioned Any of the following: <ul style="list-style-type: none"> No mention of district/state meeting federal/USDA school meal regulations/standards Guidelines clearly detract from federal/USDA school meal regulations/standards Just requires meal programs to meet the Dietary Guidelines for Americans
		1	Policy states that district “should” or “strives” to meet standards federal/USDA school meal regulations/standards (7 C.F.R. 210.10) Examples: <ul style="list-style-type: none"> “Nutritional standards for the school breakfast and lunch program are established that typically exceed state and federal standards.” “Nutritional standards for reimbursable school meals will not be more restrictive than federal and state requirements.”
		2	Requires that district meet federal/USDA school meal standards (7 C.F.R. 210.10) without defining the standards Examples: <ul style="list-style-type: none"> “The district shall provide school breakfasts and lunches that meet the nutritional standards required by the USDA School Breakfast and National School Lunch Programs.” “The district provides an assurance that guidelines for reimbursable school meals shall not be less restrictive than USDA meal regulations and guidance.” “The Food Service Program shall provide healthy food choices for students...Meals shall meet or exceed federal nutrition standards.” “All food sold or served will comply with USDA guidelines.” Policy states that the district regulation/procedure “SHOULD” provide an assurance that guidelines for reimbursable meals shall not be less restrictive than the USDA regulations and guidance; however, the regulation goes on to state that: “All food made available in the federal program to students during the school day by the Office of Food Services will comply with or exceed the current federal and state requirements.” [The combination of the two statements—policy and then regulation—should be treated as a requirement]
		3	Requires that district meet federal/USDA school meal standards (7 C.F.R. 210.10) and defines the standards. See Appendix 2 for USDA School Meal standards.

SM2: School breakfast program Addresses access to and/or promotion of the School Breakfast Program (USDA)		0	Not mentioned
		1	Any of the following: <ul style="list-style-type: none"> Promotes a breakfast program without specifying the “School Breakfast Program” (USDA) or CFR Part 220 Encourages or suggests participation in the School Breakfast Program Notifies parents of the availability of the School Breakfast Program Encourages students to start each day with a healthy breakfast Examples: <ul style="list-style-type: none"> “The district shall make every effort to offer school breakfast.” “The Food Service Program shall provide healthy food choices for students. Breakfast and lunch meals shall meet or exceed federal nutrition standards.”
		2	Includes language to institutionalize the School Breakfast Program (i.e., specific reference to School Breakfast Program or CFR Part 220) Examples: <ul style="list-style-type: none"> “All schools will provide breakfast through the USDA School Breakfast Program.” “Food services include breakfast and lunches in all schools through participation in the National Child Nutrition Programs.” “All school breakfasts comply with USDA regulations.” “To the maximum extent possible, all schools in the district will participate in available federal school meal programs (including NSLP, SBP).”

Section 2. Standards for USDA Child Nutrition Programs and School Meals

#	Item	Value	Coding Description
SM3: Low-fat versions/methods	Specifies use of <u>low-fat versions</u> of foods and/or <u>low-fat methods</u> for preparing foods	0	Not mentioned. Low-fat food mandated by law does not qualify for “1” or “2”
		1	Vague and/or suggested Examples: <ul style="list-style-type: none"> • “Cooking methods to reduce fat in school meals shall be used whenever possible.” • “Healthy food preparation for meals...” • “School meals promote fresh fruits, vegetables, and low fat items.” • “Final preparation method cannot be deep-fat fried.”
		2	Specific and required Examples: <ul style="list-style-type: none"> • “All cooked foods offered as part of a meal will be baked or steamed.” • “Purchasing programs and preparation methods will be used to decrease fat, calorie, and sodium levels in food.” • “No deep fried foods shall be offered as part of school meals.”
SM4: Strategies to increase participation	Specifies <u>strategies to increase participation</u> in school meal programs “School meal programs” can be assumed to refer to breakfast and/or lunch	0	Not mentioned or weak statement. Notifying parents of eligibility requirements for free/reduced price meals is a federal requirement and does not qualify for “1” or “2” Examples: <ul style="list-style-type: none"> • “Schools will provide meals that are culturally/ethnically diverse.” • “Child Nutrition Services will collaborate with ES buildings to encourage the consumption of F&B including opportunities for taste-testing among students.” (under NE in policy, taste-testing is used as a teaching tool and not for menu development)
		1	Mentions vague and/or suggested strategies Examples: <ul style="list-style-type: none"> • “School meals shall be made attractive to students by appealing to their taste preferences.” • “Meals shall be appealing...” • “...bus schedules should be arranged to facilitate participation in the school breakfast program.” • “The district has a closed campus policy unless the Principal provides permission for students to leave during the lunch period.” • “To the extent possible, school and transportation schedules shall be designed to encourage participation in school meal programs.”
		2	Requires specific strategies such as promotional mailings or events, alternative breakfast systems, altered bus schedules, closed campus, student input on the menu, or “Grab and Go” or “Fun on the Run” promotions Examples: <ul style="list-style-type: none"> • “Students will have the opportunity to provide input on local, cultural, and ethnic favorites.” • “...shall provide periodic food promotions to encourage taste testing of healthy new foods being introduced on the menu.” • “Morning bus routes will be scheduled to allow students to arrive at school in time to eat breakfast.”
SM5: Closed campus		0	Not mentioned
		1	Any of the following: <ul style="list-style-type: none"> • Mentions vague and/or suggested strategies • Suggests that students are not allowed to leave campus for lunch/encourages schools to have a closed campus OR closed campus is a goal Examples: <ul style="list-style-type: none"> • “The district has a closed campus policy, unless the Principal provides permission for students to leave during the lunch period.” • “All pupils not expressly excused by the principal shall be expected to remain at school for lunch.” • “To decrease competition with nutritionally balanced school meals and enhance student safety, it is recommended that to the extent practicable, students are not permitted to leave school grounds to purchase foods or beverages.” • “Lunch hour is close. Students must have permission to leave school campus.”
		2	Required Examples: <ul style="list-style-type: none"> • “Students are prohibited from leaving campus for lunch.” • “Students are not permitted to leave school campus during the school day to purchase food or beverages.” • “To encourage students to eat a nutritious lunch, students will not be permitted to leave during the school day for the purchase of lunch.”
SM6: Timing of recess	Timing of recess in relation to lunch (ES variable only)	0	Either of the following: <ul style="list-style-type: none"> • Recess is scheduled <u>after</u> lunch • PA is scheduled before lunch (PA is not defined and/or definition of PA does not include recess)
		1	Suggests recess is scheduled <u>before</u> lunch
		2	Definitively requires recess to be scheduled <u>before</u> lunch

Section 2. Standards for USDA Child Nutrition Programs and School Meals

#	Item	Value	Coding Description
SM7: Adequate time to eat		0	Not mentioned
		1	Vague and/or suggested Examples: <ul style="list-style-type: none"> “Schools are encouraged to permit all full-day students a daily lunch period of not less than 20 minutes.” “Personnel will schedule enough time so students do not have to spend too much time waiting in line.” “The school district will provide students with a minimum of 20 minutes to eat their meals.” (this gets a coding of “1,” because it is not clear whether “meals” includes lunch only or breakfast and lunch)
		2	Requires meal periods to include ≥20 minutes for lunch and, if time for breakfast is mentioned, ≥10 minutes for breakfast Examples: <ul style="list-style-type: none"> “After obtaining food, students will have at least 20 minutes to eat lunch.” “Students will be provided adequate time (minimum of 20 minutes) to eat lunch.”
SM8: Minimum minutes for breakfast		N/A	_____ minutes for breakfast (circle day or week w/ red pencil) Note: ONLY COMPLETE if minutes for breakfast is specified in SM7=1 or SM7=2; otherwise leave it blank.
SM9: Minimum minutes for lunch		N/A	_____ minutes for lunch (circle day or week w/ red pencil) Note: ONLY COMPLETE if minutes for lunch is specified in SM7=1 or SM7=2; otherwise leave it blank.
SM10: Training for food service staff Ensures <u>training or professional development</u> for food service staff		0	Not mentioned.
		1	Any of the following: <ul style="list-style-type: none"> Vague and/or suggested Only food safety training is addressed (food handling permit, HACCP, etc.) Only mentions pre-service training Examples: <ul style="list-style-type: none"> “All food service personnel will have adequate training in food service operations.” “Professional development training will be offered in the area of nutrition education for all interested MPS faculty and staff.” (NOTE: This is different than the coding for NE4=2 because the goal here is that all food service staff will have professional development whereas NE4 seeks to ensure that all staff will be provided the opportunity for professional development in NE.) “...we will provide continuing professional development for all nutrition professionals in schools. Staff development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers according to their level of responsibility.”
		2	Nutrition training is required for food service staff. Providing only food safety training does not qualify for a “2” Example: <ul style="list-style-type: none"> “...shall ensure that professional development in the area of food and nutrition is provided for food service staff.”
SM11: Nutrition information for school meals (e.g., calories, saturated fat, sugar) is available		0	Not mentioned
		1	Either of the following: Vague and/or suggested Only available upon request Example: “...will provide nutrition information to parents upon request.”
		2	Specific and required Example: “...will share and publicize information about the nutritional content of meals with students and parents.”
SM12: Farm-to-school or farm-to-cafeteria program		0	Not mentioned
		1	Suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions Examples: <ul style="list-style-type: none"> “Schools are encouraged to make available locally grown produce to students for all school meals and food items sold outside of the reimbursable school meal program.” “Schools are encouraged to source fresh fruits and vegetables from local farmers where practicable.”
		2	Required/definitively in place Examples: <ul style="list-style-type: none"> “Produce from area farms shall be sold/served at all locations where F&B are sold/served.” “When available, school will participate in a farm to school program.” “School meals will include fresh, locally-grown foods in school meals from farms engaged in sustainable practices whenever possible.”

Section 2. Standards for USDA Child Nutrition Programs and School Meals

#	Item	Value	Coding Description
SM13: Fat content of milk*	Addresses limiting fat content of <u>unflavored</u> milk served in meals	0	Either of the following: <ul style="list-style-type: none"> Not mentioned Whole milk is allowed
		1	Recommended/Limited Any of the following: <ul style="list-style-type: none"> Limiting milk to only low-fat (1%) or non-fat/skim is specified but suggested Full-fat milk is prohibited, but reduced-fat milk (2%) is allowed Policy mentions that non-fat/skim, low-fat (1%), or reduced-fat (2%) is “allowed,” “offered,” “served,” or “provided” without specifying “only” If there is an “allowed” and “not allowed” beverage list and fat free and low-fat milk (1%) appear on the “allowed” list but reduced fat milk (2%) and whole milk do not appear on the “not allowed” list. Examples: <ul style="list-style-type: none"> “All milk sold or served through school meals will be reduced fat (2%), low-fat (1%) or fat free milk.”
		2	Any of the following: <ul style="list-style-type: none"> Meets USDA/IOM: only low-fat and non-fat milk is allowed Only low-fat (1%) or non-fat/skim milk is allowed (i.e., reduced fat (2%) and full-fat is prohibited) Policy requires or assures that the district meet federal/USDA school meal regulations/standards If there is an “allowed” and “not allowed” beverage list, fat free and low-fat milk (1%) must appear on the “allowed” list while reduced fat milk (2%) and whole milk must appear on the “not allowed” list. Examples: <ul style="list-style-type: none"> “All milk sold or served through school meals will be either low-fat (1%) or fat free milk.” “Only low-fat (1% or less) and fat-free milk will be offered in the school meal programs for all children above the age of two.”
SM14: Fat content of flavored milk*NEW	Addresses fat content of <u>flavored</u> milk served in meal	0	Not mentioned
		1	Recommended/limited Example: <ul style="list-style-type: none"> “Fat free and low fat (1%) flavored milk is served to students.” “Only fat free flavored milk should be served or sold.”
		2	Meets USDA: Flavored milk is limited to non-fat Example: <ul style="list-style-type: none"> “Only fat free flavored milk will be served or sold.”
		3	Flavored milk ban Example: <ul style="list-style-type: none"> “Only non-flavored milk will be served on campus.” “No flavored milk will be served or sold on campus.”
SM15: Water availability*	Water available <u>free</u> of charge during <u>meal service</u>	0	Not mentioned
		1	Vague and/or suggested Example: <ul style="list-style-type: none"> “Students and staff should have access to free, safe, and fresh drinking water places where meals are served during meal service.”
		2	Meets USDA: Specific and required Example: <ul style="list-style-type: none"> “Students and staff <u>will</u> have access to free, safe, and fresh drinking water places where meals are served during meal service.”
SM16: Whole grain-rich requirement*NEW	Specifies all grains must be whole grain-rich Note: This is a change from previous language “at least half of grains are whole grains”	0	Not mentioned
		1	Any of the following: <ul style="list-style-type: none"> Recommended/limited Specifies Dietary Guidelines for Americans and no other standards Example: <ul style="list-style-type: none"> “At least half of the grains served should be whole grains.”
		2	Required but less than USDA standards (i.e., fewer than all grains must be whole grain rich) Example: <ul style="list-style-type: none"> “At least half of the grains served will be whole grains.”
		3	Meets USDA: <u>ALL</u> grains must be whole grain-rich (Whole grain rich = Grain product containing ≥50% whole grains by weight or have as 1st ingredient a whole grain)
SM17: Whole grain exemption NEW	Exemptions allowed for whole grain-rich requirement? (district level)	0	Not mentioned
		1	Exemptions Allowed Example: <ul style="list-style-type: none"> “All grains served must be whole grain-rich except for one dessert type item daily.”
		2	No Exemptions Allowed
SM18: Exemption explanation NEW		N/A	Fill-in - Whole grain rich exemption: How many/what type?

Section 2. Standards for USDA Child Nutrition Programs and School Meals

#	Item	Value	Coding Description
SM19: # whole grains served*NEW Specifies <u>number of whole grains</u> served	0	Not mentioned Example: <ul style="list-style-type: none"> “Whole grains must be offered daily.” 	
	1	Recommended/Limited Example: <ul style="list-style-type: none"> “One whole grains should be served daily.” 	
	2	Required and specific but less than USDA requirement for school meals (see coding level 3)	
	3	Meets USDA Grains requirement for school meals <ul style="list-style-type: none"> ES: 8-9 ounces per week (1 ounce daily) MS: 8-10 ounces per week (1 ounce daily) HS: 10-12 ounces per week (2 ounces daily) 	
SM20: # F&Vs served* NEW Specifies <u>number of fruits and/or vegetables</u> served	0	Not mentioned Example: <ul style="list-style-type: none"> “Fruit and/or vegetables must be offered daily on all points of service.” 	
	1	Recommended/limited Example: <ul style="list-style-type: none"> “Four fruits and/or vegetables should be offered daily.” 	
	2	Required and specific but less than USDA F&V requirements for school meals (see details in coding level 3) Examples: <ul style="list-style-type: none"> “Four fruits and/or vegetables will be offered daily. Fruits and vegetables may be canned, frozen, fresh, or dried.” “To help ensure variety, schools will offer at a minimum 3 different fruits in 1 week, five different non-fried vegetables, 1 serving of fruit or vegetable per day will be dark green or orange, 1 serving of fruit or vegetable will be fresh or raw.” 	
	3	Meets USDA F&V requirements for school meals (must meet all standards to be coded as a “3” for a given grade level) ES/MS <ul style="list-style-type: none"> 2.5 cups per week (.5 cup per day) of fruit 3.75 cups per week (.75 cup per day) of vegetables with .5 cup from dark green vegetables, .75 cups from red/dark orange vegetables, .5 cups from beans/peas and .5 cups from starchy vegetables .5 cups per week of ‘other’ vegetables (other vegetables=dark green, red/orange and/or beans/peas) 1 cup additional vegetables (can be met by any vegetable subgroup already listed) HS <ul style="list-style-type: none"> 5 cups per week (1 cup per day) of fruit 5 cups per week (1 cup per day) of vegetables with .5 cup from dark green vegetables, 1.25 cups from red/dark orange vegetables, .5 cups from beans/peas and .5 cups from starchy vegetables .75 cups per week of ‘other’ vegetables (other vegetables=dark green, red/orange and/or beans/peas) 1.5 cups additional vegetables (can be met by any vegetable subgroup already listed) 	
SM21: Juice as F&V serving* NEW Addresses juice as a fruit or vegetable serving	0	Any of the following: <ul style="list-style-type: none"> Not mentioned Juice always allowed to replace serving of fruit/vegetable 	
	1	Recommended/Limited Any of the following: <ul style="list-style-type: none"> Limited, but more than half of the fruit or vegetable offerings permitted to be in the form of juice Limited, but allowable juice is less than 100% full-strength Only addresses limiting juice replacement relative to fruit Only addresses limiting juice replacement relative to vegetables 	
	2	Meets USDA F&V requirement: No more than half of the fruit or vegetable offerings may be in the form of 100% juice.	
	3	Exceeds USDA F&V Requirement <ul style="list-style-type: none"> Juice replacement of fruit and/or vegetable serving is prohibited Fruit and vegetable juice ban in school lunches 	
SM22: # Meat served* NEW Specifies <u>number of meat/meat alternatives</u> served	0	Not Mentioned	
	1	Recommended/Limited	
	2	Required and specific but less than the USDA Meat/Meat Alternative requirements for school meals (see coding level 3)	
	3	Meets USDA Meat/Meat Alternative requirements for school meals <ul style="list-style-type: none"> ES: 8-10 ounces per week (1 ounce daily) MS: 9-10 ounces per week (1 ounce daily) HS: 10-12 ounces per week (2 ounces daily) 	
SM23: # Milk served* NEW Specifies <u>number of milk/milk alternatives</u> served	0	Not Mentioned	
	1	Recommended/Limited	
	2	Required and specific but less than the USDA Milk/Milk Alternative requirements for school meals of 5 cups per week (1 cup daily)	
	3	Meets USDA Milk/Milk Alternative requirements for school meals of 5 cups per week (1 cup daily)	

Section 2. Standards for USDA Child Nutrition Programs and School Meals

#	Item	Value	Coding Description
SM24: Min/max calories daily* NEW	School Meals Min/Max Calories Daily	0	Not Mentioned
		1	Recommended/limited
		2	Required and specific but less than the USDA daily calorie limits for school meals (see coding level 3)
		3	Meets USDA daily calories limits <ul style="list-style-type: none"> ES: 550-650 calories daily based on the average for a five day week MS: 600-700 calories daily based on the average for a five day week HS: 750-850 calories daily based on the average for a five day week
SM25: Calories from Saturated Fat* NEW	School Meals % Calories from Saturated Fat Daily	0	Not Mentioned
		1	Any of the following: <ul style="list-style-type: none"> Recommended/limited Specifies Dietary Guidelines for Americans and no other standards Example: <ul style="list-style-type: none"> "Calories from saturated fat should be limited to 10% of total calories."
		2	Required and specific but less than the USDA requirements for school meals of <10% calories from saturated fat daily based on the average for a five day week Example: <ul style="list-style-type: none"> "Calories from saturated fat must be limited to ≤10% of total calories."
		3	Meets USDA requirements for schools meals of <10% calories from saturated fat daily based on the average for a five day week
SM26: Sodium* NEW	School Meals Sodium Daily See Coding Appendix 2 for additional clarification	0	Not Mentioned
		1	Recommended/Limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Specifies Dietary Guidelines for Americans and no other standards
		2	Required and specific but less than USDA requirements for school meals by grade level (see coding level 3)
		3	Meets USDA requirement for school meals by grade level for sodium by grade level <ul style="list-style-type: none"> ES: 1230mg sodium daily based on the average for a five day week MS: 1360mg sodium daily based on the average for a five day week HS: 1420mg sodium daily based on the average for a five day week
SM27: Trans-fat* NEW	Trans-Fat Daily	0	Not Mentioned
		1	Recommended/Limited Example: <ul style="list-style-type: none"> "Trans-fat should be kept as low as possible."
		2	Required and specific but more than zero grams of trans fat per serving.
		3	Meets USDA requirement for trans-fat: The nutrition label or manufacturers specifications must indicate zero grams of trans fat per serving

SECTION 3. NUTRITION STANDARDS FOR COMPETITIVE AND OTHER FOODS AND BEVERAGES

*USDA Smart Snacks standard variable. If district meets federal/USDA competitive food/Smart Snacks standards (7 C.F.R. 210.11), apply [USDA Smart Snack coding \(see coding appendix 3\)](#).

#	Item	Value	Coding Description
	<p>NS1: Federal Wellness: NG for ALL foods at school*</p> <p><u>Federal Wellness:</u> Includes nutrition guidelines selected by the local education agency for ALL foods available on each school campus during the school day with the objective of promoting student health and reducing childhood obesity</p>	0	<p>Either of the following</p> <ul style="list-style-type: none"> No guidelines for competitive foods mentioned or language weaker than “1” code Strives to/should meet the current Dietary Guidelines for Americans Only mentions federal law regarding FMNVs.
		1	<p>Any of the following:</p> <ul style="list-style-type: none"> Mentions districts guidelines but does not define them Mentions plans to create guidelines Only provides listing of specific foods of minimum nutritional value that cannot be sold. Only repeats the language of the federal wellness requirement regarding nutrition guidelines for all foods during the school day Indicates guidelines are limited only to particular places (e.g., cafeteria), times during the school day (e.g., 30 minutes before to 30 minutes after the school lunch is served), or categories of items (i.e., food but not beverage; beverage not food) Guidelines are subject to principal's discretion or weakened by other exceptions Guidelines that require provision of healthy food choices to students <i>outside of the school meal program</i> and no other NG language included. <p>Examples:</p> <ul style="list-style-type: none"> <i>“Nutritious meals served by the food services operation and other nutritious food choices served in district schools and district-sponsored events will comply with district guidelines. (and “district guidelines” are not defined in policy)</i> <i>“NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district’s nutrition services department or contracted vendors.”</i> <i>“Foods sold at school may meet Smart Snack standards.”</i> <i>“A variety of healthy food choices are available whenever food is sold or served district property.”</i>
		2	<p>Requires specific district guidelines (that are not time- or location-specific), even if only in reference to the current Dietary Guidelines for Americans and even if you feel the guidelines are weak (including guidelines that only apply to a %age of items)</p> <p>Example:</p> <ul style="list-style-type: none"> <i>“All foods served during the school day shall meet district guidelines, which include...ensuring the provision of whole grains and fruits and vegetables.”</i> <i>“All foods sold during the day will meet Smart Snacks standards.”</i>
	<p>SD: School Day</p> <p>Nutrition standards apply during the school day (SD)</p>	<p>Note: The SD coding should be applied for each NG item, as appropriate, for each relevant grade level.</p> <p>Note2: Code SD based on however the district defines SD. If SD is defined as only applying through the lunch period, that would count for SD coding. If SD is defined as also including before school, that would include SD.</p>	
		0	No mention of the school day or NG apply at all times.
		1	<p>NG item(s) limited to/applies only during the school day (SD)</p> <p>Example:</p> <ul style="list-style-type: none"> <i>“Beverages other than soda should/shall be limited to 100% juice drinks, water, and milk during the school day.”</i>

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
NS2: Contracts comply with NGs	Vending/competitive food contract compliance with NG	0	<p>Either of the following:</p> <ul style="list-style-type: none"> No mention of vending/competitive food contracts Vending/competitive food contracts do not have to follow NG
		1	<p>Vague, suggested, locations-specific, time-specific</p> <p>Examples:</p> <ul style="list-style-type: none"> <i>“Upon expiration of the existing competitive food/vendor contracts, all such contracts are encouraged to follow the districts nutrition guidelines/standards.”</i> <i>“Schools should pursue contracts that both encourage healthy eating by students and reduce school dependence on profits on sale of FMNVs.”</i> <i>“Beverage contracts comply with the Dietary Guidelines for Americans.”</i>
		2	<p>Vending/competitive food contracts required to follow NG</p> <p>Examples:</p> <ul style="list-style-type: none"> <i>“The superintendent shall continually evaluate vending contracts. Vending contracts that do not meet the intent of this policy shall be modified accordingly or not renewed.”</i> <i>“Upon expiration of the existing vending/competitive food contracts, such contracts must be in accordance with the district’s nutrition standards or not be renewed.”</i>
NS3: Fast food restrictions	Restricts fast food sales at school (includes cafeteria, school stores, and other venues)	0	<p>Not mentioned or allows fast food > 2 days/wk</p> <p>Either of the following:</p> <ul style="list-style-type: none"> Not mentioned Allows fast food > 2 days per week
		1	<p>Recommended or limited to 1-2 days/wk</p> <p>Either of the following:</p> <ul style="list-style-type: none"> Restricts access to fast food sold in the cafeteria/on school grounds to 1-2 days per week Vague, suggested, location-specific, time-specific <p>Example:</p> <ul style="list-style-type: none"> <i>“...each school shall limit access to no more than one day each week to retail fast food in the cafeteria, whether sold by contract, commercial vendor, or otherwise.”</i>
		2	Prohibits fast food sales on school grounds at all times

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
NS4: Food as reward/punishment	Addresses food not being used as a <u>reward</u> or withheld as <u>punishment</u>	0	<p>Any of the following:</p> <ul style="list-style-type: none"> • Not mentioned • Encourages the use of healthy food as a reward (not “ONLY” allowing) • Discourages using unhealthy food as a reward (e.g., donuts, FMNVs, etc.) • Only addresses withholding meals as punishment • Use of food as a reward in instructional programs shall require superintendent approval <p>Examples:</p> <ul style="list-style-type: none"> • <i>“The district will provide teachers with guidelines on the use of food as a reward without specifying guidelines.”</i> • <i>“Staff are encouraged to limit the use of non-nutritious food as a reward/incentive and to promote nutritious options.”</i>
		1	<p>Any of the following:</p> <ul style="list-style-type: none"> • Discourages food as a reward or punishment • Only allows healthy food as a reward • Prohibits or discourages food as a punishment but does not prohibit food as a reward • Strong language for food as a punishment but weaker language for food as a reward <p>Examples:</p> <ul style="list-style-type: none"> • <i>“No punitive or disciplinary action shall be taken that would deny a student lunch or snack time.”</i> (and policy does not address food as a reward) • <i>“...strongly discourage the use of food/beverages as a reward or punishment.”</i> • <i>“...will encourage non-food alternatives as rewards.”</i> • <i>“Only healthy foods will be used as a reward.”</i> • <i>“Food shall not be withheld as punishment and should not be used as a reward.”</i> • <i>“Schools are encouraged to not use food or beverages that do not meet the nutrition standards for F&B sold individually as rewards, and will not withhold food or beverages as punishment.”</i> • <i>“Teachers shall not use food as a reward, especially those that do not meet the nutrition standards.”</i> • <i>“Provide teachers with education and guidelines on the use of food as a reward in the classroom.”</i>
		2	<p>Prohibits food as a reward (even if using food as a punishment is not mentioned) Prohibition of food as a reward with the exception of Individual(ized) Academic Plans (IAP) or Individual(ized) Education Plans (IEP) still qualifies for a “2”</p> <p>Examples:</p> <ul style="list-style-type: none"> • <i>“Food rewards or incentives shall not be used in classrooms to encourage student achievement or desirable behavior.”</i> • <i>“The use of food or candy as a classroom reward for any school is prohibited.”</i>
NS5: Nutrition information	(e.g., calories, saturated fat, sugar) available for foods <u>other than school meals</u>	0	<p>Not mentioned, “Nutrition information and education shall be offered throughout the school campus and based on the current USDA Dietary Guidelines”</p> <p>Either of the following:</p> <ul style="list-style-type: none"> • Not mentioned • “Nutrition information and education shall be offered throughout the school campus and based on the current USDA Dietary Guidelines” (Not clear that this is specific to actual F&B items sold/served)
		1	<p>Vague/suggested, available upon request</p> <p>Either of the following:</p> <ul style="list-style-type: none"> • Vague and/or suggested • Only available upon request
		2	<p>Required</p> <p>Example:</p> <ul style="list-style-type: none"> • <i>“...shall provide parents and students a list of detailed nutrition information on all foods and beverages sold at school.”</i>

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
NS6: Access to drinking water	Addresses access to <u>free drinking water</u>	0	<p>Not mentioned, policy only addresses the sale of bottled water, providing access to drinking water only during meals/in cafeteria, allowing students to bring water from home, only addresses water available in PE/PA</p> <p>Any of the following:</p> <ul style="list-style-type: none"> • Not mentioned • Policy only addresses the sale of bottled water • Providing access to drinking water/fountains only during meal periods/in the cafeteria • Allowing students to bring in bottled water from home • Only addresses water available in the context of PE/PA <p>Example:</p> <ul style="list-style-type: none"> • <i>“Schools should ensure that students have access to appropriate hydration and are encouraged to make use of it during PA.”</i>
		1	<p>Availability of free drinking water is suggested or encouraged</p> <p>Examples:</p> <ul style="list-style-type: none"> • <i>“Water shall be accessible during hours of school operation through choices such as drinking fountains or vending machines.”</i> • <i>“Schools are encouraged to provide drinking fountains throughout the school campus...”</i>
		2	<p>Free water always available</p> <p>Examples:</p> <ul style="list-style-type: none"> • <i>“Students and staff will have access to free, safe, and fresh drinking water throughout the school day.”</i> • <i>“Drinking water fountains will be made available to students and staff throughout the school building.”</i> • <i>“Students will be provided access to drinking water throughout the day.”</i>

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
		0	<p>Not mentioned/specified</p> <p>Any of the following:</p> <ul style="list-style-type: none"> No mention of vending machine regulations or umbrella statement regulating “all foods” or “competitive foods” Language such as: “The district shall <i>monitor</i> all food and beverages sold or served to students, including those available outside of the federally regulated child nutrition programs. (i.e., a la carte, vending, student stores, rewards, fundraising, etc.) Language such as “should strive to sell only healthy foods in VM” Efforts to minimize sale of FMNVs Strives to/should meet the current Dietary Guidelines for Americans Mentions regulating F&B in vending machines/all F&B without specifying guidelines or mentions plans to create guidelines
	<p>NS7: Vending Machines*</p> <p>Regulates <u>vending machines</u></p> <p>Note: If policy regulates “all foods” or “competitive foods,” code according to the strength of that statement.</p> <p>*Variables NS12-34 are coded for this venue.</p>	1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> Vending machine regulations or umbrella statement regulating “all (competitive) foods” is vague, suggested, time- or location- specific, subject to principal’s discretion, or weakened by other exceptions The current Dietary Guidelines for Americans and no other standards are mentioned to regulate vending machines or “all (competitive) foods” Regulations only apply to a very limited group of foods (prohibiting specific list of foods of minimal nutritional value) Restrictions only apply to a %age of food and/or beverage items or a limited set of items (e.g., fat content and soda) <p>Examples:</p> <ul style="list-style-type: none"> “Vending machines shall include items which are healthful.” “Vending machines shall be unplugged during lunch hour.” “FMNVs shall not be sold on school grounds at any time.” “F&B sales in vending machines will support healthy eating.” “...all food and beverages sold will strive to support the district’s healthy eating guidelines.” “The sale of food items during the school day shall be restricted to those items in categories of food that meet minimal nutritional value.” “The district shall consider sugar content, fat content, portion size, and lack of nutrients in all F&B sold or served to students.” “..75% of F&B sold in VM must meet district nutrition standards.” “A minimum of 20% of snacks in vending, stores, concession, and a la carte will be considered health snack offerings.” “NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district’s nutrition services department or contracted vendors.”
		2	<p>Regulation of all CF&Bs in venue w/clear guidelines</p> <p>Requires regulation of ALL vending machine items or umbrella statement regulating “all (competitive) foods.” For a “2,” the regulation must meet one of the following:</p> <ul style="list-style-type: none"> Regulate nutritional quality of each individual item sold (e.g., regulating maximum calorie, sugar, and saturated fat content of ALL items sold) Provide a specific and restricted list of food items allowed to be sold in vending machines or at all times (e.g., limiting vending to only water, fruits, vegetables, whole grains, and nuts) OR Prohibit a comprehensive list of unhealthy foods (e.g., baked goods, sweetened beverages, and candy) in vending machines or at all times <p>Examples:</p> <ul style="list-style-type: none"> “Foods sold through vending machines shall be limited to water, 100% juice, and fresh fruits and/or vegetables.” “All items sold through vending machines shall contain no more 35% of total calories from fat and sugars and no trans fats.”
		3	<p>All items sold in vending machines must meet SS (7 C.F.R. 210.11): See Smart Snack standards in Appendix 3.</p>
		4	<p>Competitive food ban</p> <p>Bans vending machines and/or bans all competitive food/beverage sales during the school day</p> <p>Examples:</p> <ul style="list-style-type: none"> “The sale of F&B is limited to F&B sold through the school meal program.” “Vending machines are prohibited on school grounds.” “No competitive foods or beverages may be sold during the school day.” “Only water is allowed to be sold in vending machines.”

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
		0	<p>Not mentioned/specified</p> <p>Any of the following:</p> <ul style="list-style-type: none"> No mention of school store regulations or umbrella statement regulating “all (competitive) foods” Language such as: “The district shall <i>monitor</i> all food and beverages sold or served to students, including those available outside of the federally regulated child nutrition programs (i.e., a la carte, vending, student stores, rewards, fundraising, etc.) Any language such as “...should strive to sell healthy F&B in school stores” Efforts to minimize sale of FMNVs Strives to/should meet the current Dietary Guidelines for Americans Mentions regulating F&B/all F&B in school stores without specifying guidelines or mentions plans to create guidelines
	<p>NS8: School Stores*</p> <p>Regulates <u>school stores</u></p> <p>Note: If policy regulates “all foods” or “competitive foods,” code according to the strength of that statement.</p> <p>Note: If policy only mentions concessions or snack bars, do not code for school stores, unless policy defines concessions and/or snack bars as including school stores.</p> <p>*Variables NS12-34 are coded for this venue.</p>	1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> School store regulations or umbrella statement regulating “all (competitive) foods” is vague, suggested, time- or location- specific, subject to principal’s discretion, or weakened by other exceptions The current Dietary Guidelines for Americans and no other standards are mentioned to regulate school stores or “all (competitive) foods” Regulations only apply to a very limited group of foods (prohibiting specific list of foods of minimal nutritional value) Restrictions only apply to a %age of food and/or beverage items or a limited set of items (e.g., fat content and soda) <p>Examples:</p> <ul style="list-style-type: none"> “...ensure some healthy options are sold at school stores.” “Sales of F&B in school stores must comply with state Public School Nutrition Policy.” “...school stores shall strive to include healthy choices for sale...” “All food and beverages sold will strive to support the district’s healthy eating guidelines.” “The sale of food items during the school day shall be restricted to those items in categories of food that meet minimal nutritional value.” “The district shall consider sugar content, fat content, portion size, and lack of nutrients in all F&B sold or served to students.” “...50% of F&B sold in stores must meet the district nutrition standards.” “NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district’s nutrition services department or contracted vendors.” “Student stores are encouraged to provide a variety of healthy choices whenever food is sold.”
		2	<p>Regulation of all CF&Bs in venue w/clear guidelines</p> <p>Requires regulation of ALL school store items or umbrella statement regulating “all (competitive) foods”</p> <p>For a “2,” the regulation must meet one of the following:</p> <ul style="list-style-type: none"> Regulate nutritional quality of each individual item sold (e.g., regulating maximum calorie, sugar, and saturated fat content of ALL items sold) Provide a specific and restricted list of food items allowed to be sold school stores or at all times (e.g., limiting food sales to only water, fruits, vegetables, whole grains, and nuts) Prohibit a comprehensive list of unhealthy foods (e.g., baked goods, sweetened beverages, and candy) in school stores or at all times <p>Examples:</p> <ul style="list-style-type: none"> “Foods sold through school stores shall be limited to water, 100% juice, and fresh fruits and/or vegetables.” “All items sold through school stores shall contain no more 35% of total calories from fat and sugars and no trans fats.”
		3	<p>All items sold in school stores must meet SS (7 C.F.R. 210.11): Smart Snack standards in Appendix 3.</p>
		4	<p>Competitive food ban</p> <p>Bans food/beverage sales in school stores and/or bans all competitive food/beverage sales during the school day</p> <p>Examples:</p> <ul style="list-style-type: none"> “The sale of F&B is limited to F&B sold through the school meal program.” “District XYZ does not allow food/beverages to be sold at school stores.” “No competitive foods or beverages may be sold during the school day.”

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#	Item	Value	Coding Description
		0	<p>Not mentioned/specified</p> <p>Any of the following:</p> <ul style="list-style-type: none"> No mention of a la carte regulations or umbrella statement regulating “all (competitive) foods” Language such as: “The district shall <i>monitor</i> all food and beverages sold or served to students, including those available outside of the federally regulated child nutrition programs” (i.e., a la carte, vending, student stores, etc.) Language such as: “...should strive to sell healthy a la carte F&B.” Efforts to minimize sale of FMNVs Strives to/should meet the current Dietary Guidelines for Americans Mentions regulating a la carte/all F&B without specifying guidelines or mentions plans to create guidelines
	<p>NS9: A La Carte*</p> <p>Regulates <u>food service a la carte</u> OR <u>food sold as an alternative to the reimbursable school meal program</u> (if not defined as to what this means)</p> <p>Note: If policy regulates “all foods” or “competitive foods,” code according to the strength of that statement; if policy addresses food and/or beverage sold by food service program /child nutrition programs etc. but the policy is silent on a la carte, give credit for a la carte.</p> <p>*Variables NS12-34 are coded for this venue.</p>	1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> A la carte regulations or umbrella statement regulating “all (competitive) foods” is vague, suggested, time- or location- specific, subject to principal’s discretion, or weakened by other exceptions The current Dietary Guidelines for Americans and no other standards are mentioned to regulate food service a la carte or “all (competitive) foods” Regulations only apply to a very limited group of foods (prohibiting specific list of foods of minimal nutritional value) Restrictions only apply to a %age of food and/or beverage items or a limited set of items (e.g., fat content and soda) <p>Examples:</p> <ul style="list-style-type: none"> “...all food and beverages sold will strive to support the district’s healthy eating guidelines.” “Food service shall strive to include some healthy choices (choices listed) for all a la carte food sales.” “The sale of food items during the school day shall be restricted to those items in categories of food that meet minimal nutritional value.” “The district shall consider sugar content, fat content, portion size, and lack of nutrients in all F&B sold or served to students.” “...50% of a la carte F&B items must meet district nutrition standards.” “NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district’s nutrition services department or contracted vendors.”
		2	<p>Regulation of all CF&Bs in venue w/clear guidelines</p> <ul style="list-style-type: none"> Requires regulation of ALL a la carte items or umbrella statement regulating “all (competitive) foods” For a “2,” the regulation must meet one of the following: Regulate nutritional quality of each individual item sold (e.g., regulating maximum calorie, sugar, or saturated fat content of ALL items sold) Provide a specific and restricted list of food items allowed to be sold a la carte or at all times (e.g., limiting food sales to only fruits, vegetables, and whole grains) Prohibit a comprehensive list of unhealthy foods (e.g., baked goods, sweetened beverages, and candy) sold through a la carte or at all times <p>Examples:</p> <ul style="list-style-type: none"> “A la carte F&B sales shall be limited to water, 100% juice, and fresh fruits and/or vegetables.” “All items sold through school stores shall contain no more 35% of total calories from fat and sugars and no trans fats.”
		3	<p>All items sold a la carte must meet SS (7 C.F.R. 210.11): Smart Snack standards in Appendix 3.</p>
		4	<p>Competitive food ban</p> <p>Bans a la carte food sales or bans all competitive food/beverage sales</p> <p>Examples:</p> <ul style="list-style-type: none"> “The sale of F&B is limited to F&B sold through the school meal program.” “District XYZ does not allow a la carte food/beverage sales.” “No competitive foods or beverages may be sold during the school day.”

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
		0	Not mentioned/specified
	<p>NS10: Class Parties*</p> <p>Regulates food served at <u>class parties</u> and other school <u>celebrations</u></p> <p>*Variables NS12-34 are coded for this venue.</p>	1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> • Regulations for class parties or umbrella statement regulating “all (competitive) foods” served/distributed/available is vague, suggested, time- or location specific, subject to principal’s discretion, or weakened by other exceptions • The current Dietary Guidelines for Americans and no other standards are mentioned to regulate class parties or “all (competitive) foods served/distributed/available” • Regulations only apply to a very limited group of foods (prohibiting specific list of foods of minimal nutritional value) • Regulations for class parties are required but weakened (e.g., by allowing one traditional party food) <p>Examples:</p> <ul style="list-style-type: none"> • “District encourages healthy snacks at parties.” • “Celebrations involving food during the school day shall be at the discretion of the school principal.” • “The school food environment (including celebrations) on balance and over time should be consistent with healthy food guidelines.” • “...permits only one birthday party per month.” • “The district shall provide parents with a list of foods that meet the Board’s snack standards for healthy celebrations/ parties, rewards, and fundraising activities...” (and no other mention of celebrations/parties included in the policy) • “The district should regulate all food and beverages sold/served as part of classroom activities.” • “Classroom parties will offer minimal amounts of foods (maximum 2-3 items) that contain added sugar as the first ingredient and will provide the following: fresh fruits and vegetables, water, 100% fruit juice or milk.” • “...classroom parties, celebrations, etc. shall be limited to one snack and one beverage (100% juice, water, or milk).” • “The district shall consider sugar content, fat content, portion size, and lack of nutrients in all F&B sold or served to students.” • “NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district’s nutrition services department or contracted vendors..” • “All F&B available will meet the current Dietary Guidelines for Americans.” • “Each party should include no more than one food or beverage item that does not meet the district nutrition standards.” Only NS10=1 • “Each party will include no more than one food or beverage item that does not meet the district nutrition standards.” District nutrition guidelines are downgraded to 1 for the class party section.
		2	<p>Regulation of all CF&Bs in venue w/clear guidelines</p> <p>Requires regulation of ALL foods served/distributed/available at class parties or umbrella statement regulating “all foods served/distributed/available”</p> <p>For a “2,” the regulation must apply to food served/distributed/available and meet one of the following criteria:</p> <ul style="list-style-type: none"> • Regulate nutritional quality of each individual item served/distributed/available (e.g., regulating maximum calorie, sugar, or saturated fat content of ALL items) • Provide a specific and restricted list of food items allowed to be served/distributed/available at class parties or at all times (e.g., limiting to fruits and whole grains) • Prohibit a comprehensive list of unhealthy foods (e.g., baked goods, sweetened beverages, and candy) from being served/distributed/available at class parties/celebrations or at all times <p>Example:</p> <ul style="list-style-type: none"> • “Foods and beverages served at school celebrations must meet the District’s Nutritional Standards.” (and standards are defined)
		3	<p>All items available during classroom parties/celebrations must meet SS standards (7 C.F.R. 210.11): Smart Snack standards in Appendix 3.</p>
		4	<p>Competitive food/beverage ban</p> <p>Example:</p> <ul style="list-style-type: none"> • “Competitive foods and beverages may not be sold or served on school campuses during the school day.”

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
<p>NS11: Fundraisers*</p> <p>Notes:</p> <p>1. Must specifically address "fundraising" for a code of a "1" or "2".</p> <p>2. If a district follows state nutrition guidelines with respect to competitive foods and the state nutrition guidelines include NS11 variables, apply NS11 variables to the district.</p> <p>3. NS35 & NS36 captures number of FR exemptions and types.</p> <p>4. Variables NS12-40 are coded for this venue.</p>		0	<p>Any of the following</p> <ul style="list-style-type: none"> No mention of nutrition standards for food sold for fundraising Strives to/should meet the current Dietary Guidelines for Americans Mentions regulating F&B sold for fundraising/all F&B without specifying guidelines Mentions plans to establish guidelines for school-sponsored fundraising that involves selling food without mentioning guidelines, healthy food, etc.
		1	<p>Any of the following:</p> <ul style="list-style-type: none"> Regulations of food sold for fundraising are vague, suggested, time- or location specific subject to principal's discretion, or weakened by other exceptions The current Dietary Guidelines for Americans and no other standards are mentioned to regulate food sold for fundraising specifically. Regulations only apply to a very limited group of foods (prohibiting specific list of foods of minimal nutritional value) <p>Examples:</p> <ul style="list-style-type: none"> "...strongly encouraging the use of only non-food items to raise funds." "...requiring administrative approval for all fundraisers." "The district shall provide parents with a list of foods that meet the Board's snack standards for healthy celebrations/ parties, rewards, and fundraising activities..." (and no other language related to fundraising included in the policy) "...fundraising activities will strive to support healthy eating and wellness."
		2	<p>Requires specific nutrition standards that apply to food sold for fundraising and the standards meet one of the following criteria:</p> <ul style="list-style-type: none"> Regulate nutritional quality of each individual item sold (e.g., regulating maximum calorie, sugar, or saturated fat content of ALL items sold) Provide a specific and restricted list of food items allowed to be sold (e.g., limiting sales to water fruits, vegetables, whole grains, and nuts) Prohibit a comprehensive list of unhealthy foods (e.g., baked goods, sweetened beverages, and candy) from being sold for fundraising Prohibits the sale of food for fundraising <p>Example:</p> <ul style="list-style-type: none"> "Foods purchased to raise funds must also meet the District's nutrition standards." (and standards are defined in the policy)
		3	Meets SS (7 C.F.R. 210.11): Smart Snack standards in Appendix 3.
		4	<p>Competitive food/beverage ban</p> <p>Example:</p> <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold or served on school campuses during the school day."

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
		0	Not mentioned
		1	<p>Recommended/suggested/incomplete</p> <p>Any of the following:</p> <ul style="list-style-type: none"> • Recommends or suggests that food/beverages sold in schools meet SS standards (7 C.F.R. 210.11). • Requirement to meet SS (7 C.F.R. 210.11) only applies to a %age of food and/or beverage items or limited set of items (e.g. fat content and sugar content) • One or two BUT not all three of the SS component standards (general, nutrient, beverage) are defined within the policy AND the policy does NOT state that competitive foods will meet Smart Snacks/Federal requirements (7 C.F.R. 210.11). <p>Examples:</p> <ul style="list-style-type: none"> • <i>“Foods sold outside of the school meal program will meet Smart Snacks Standards for fats and sugar.”</i> • <i>“50% of foods sold outside of the school meal program will adhere to federal competitive food guidelines.”</i> • <i>“The only beverages to be sold outside of the school meal program during the school day in elementary and middle school are plain water, 100% juice, low-fat and nonfat plain milk, and nonfat flavored milk. Beverage portions will not exceed 8 fluid oz.” (and no mention of SS or federal law or other standards that meet those required by SS)</i>
		2	<p>Any of the following:</p> <ul style="list-style-type: none"> • Requires compliance with Smart Snacks/Federal Rule (7 C.F.R. 210.11) but does not define the standards • Requires compliance, defines standards but standards (general, nutrient, OR beverage) do not meet mandated federal requirements. • Requires compliance, defines either general standard for competitive food OR nutrient standards OR beverage standards, but not all three. <p>Examples:</p> <ul style="list-style-type: none"> • <i>“District will follow district, state and federal rules for competitive foods.”</i> • <i>“Foods and beverages sold outside of the school meal program will meet USDA Smart Snacks standards, which require that foods adhere to the following nutrient standards:” (lists nutrient standards but omits general standard and/or beverage standards)</i>
		3	<p>Any of the following:</p> <ul style="list-style-type: none"> • Requires compliance with Smart Snacks/Federal Rule (7 C.F.R. 210.11) AND <u>defines</u> the nutrient standards and general standard for competitive foods (see Smart Snack appendix) and beverage standards (see NS25&26) • Defines SS nutrient, general, and beverage standards completely without specifically mentioning Smart Snack or federal competitive food standards by name. (see Smart Snack appendix)
		4	<p>Competitive food/beverage or location ban</p> <p>Example:</p> <ul style="list-style-type: none"> • <i>“Competitive foods and beverages may not be sold on school campuses during the school day.”</i>
	<p>NS12: General SS requirement* NEW</p> <p>General Requirement to Meet Smart Snacks (SS) /Federal Rule for competitive foods and beverages</p>		

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#	Item	Value	Coding Description
		0	Not mentioned
	NS13: General standard for competitive food* NEW	1	<p>Recommended/suggested</p> <p>Any of the following:</p> <ul style="list-style-type: none"> Regulation only applies to a %age of food and/or beverage items or limited set of items Blanket statement recommending that competitive foods meet SS or federal competitive food standards (7 C.F.R. 210.11) Recommends that food sold in schools meet the general standard for competitive food: <ul style="list-style-type: none"> Be a grain product that contains 50 percent or more whole grains by weight or have the first ingredient a whole grain; or Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber) * and If water is the first ingredient, the second ingredient must be one of the food items above. <p>Examples:</p> <ul style="list-style-type: none"> <i>“Competitive foods must have as the first ingredient a fruit, vegetable, dairy product, or protein food to be sold on campus. (No mention of Smart Snacks/general standard for competitive foods or of the other four general standards for competitive foods.)</i> <i>50% of grain products must meet the general standard for competitive foods to be sold at school.</i> <i>Competitive foods sold on campus during the school day should adhere to USDA’s general standard for competitive foods.</i> <p>*On July 1, 2016, foods may not qualify using the 10% DV criteria.</p>
		2	<p>Any of the following:</p> <ul style="list-style-type: none"> Blanket statement requiring that competitive foods meet SS/federal competitive food standards/USDA guidelines (7 C.F.R. 210.11) Requires a competitive food item must meet the general standard for competitive food without defining the standard’s criteria (see coding level 3) <p>NOTE: If NS12=2, then NS13=2</p> <p>Example:</p> <ul style="list-style-type: none"> <i>“Foods sold outside the school meal program will follow USDA Smart Snacks Standards.”</i>
		3	<p>Requires a competitive food item must meet the general standard for competitive food and defines the standards in full.</p> <p>Requires that food sold in schools must:</p> <ol style="list-style-type: none"> Be a grain product that contains 50 percent or more whole grains by weight or have the first ingredient a whole grain; or Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber); * and If water is the first ingredient, the second ingredient must be one of the food items above. <p>NOTE: If NS12=3, then NS13=3</p> <p>*On July 1, 2016, foods may not qualify using the 10% DV criteria.</p>
		4	<p>Competitive food/beverage or location ban</p> <p>Example:</p> <ul style="list-style-type: none"> <i>“Competitive foods and beverages may not be sold on school campuses during the school day.”</i>

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
NS14: Nutrition standards for foods* NEW		0	<p>Either of the following:</p> <ul style="list-style-type: none"> • Not mentioned • Indicates that schools shall “strive to” or “should” meet the current Dietary Guidelines <p>Example:</p> <ul style="list-style-type: none"> • “...must include items that meet the current Dietary Guidelines for Americans.”
		1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> • Limit for nutrient standards not quantified • Limit is suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions • Nutrition standards only apply to a %age of food items • Policy only specifies the current Dietary Guidelines for Americans and no other standards • Not all the SS (7 C.F.R. 210.11) nutrients are specified even if correct limit is specified for that nutrient. <p>Examples:</p> <ul style="list-style-type: none"> • “Schools shall only serve food products with ≤35% calories from fat.” (Limits on calories, sodium and fat are not included in the policy.) • Nutrient standards for all foods sold on campus during the school day should adhere to federal guidelines.
		2	Required limit for all nutrients but do not meet SS (7 C.F.R. 210.11) standards for one or more nutrient. See level 3 coding for SS standards.
		3	<p>Required and meets SS Standards (7 C.F.R. 210.11) for all nutrients.</p> <p>Smart Snack Standards are:</p> <p>Calorie Limits</p> <ul style="list-style-type: none"> • Snack items : ≤200 calories/portion • Entrée Items: ≤ 350 calories/portion <p>Sodium Limits</p> <ul style="list-style-type: none"> • Snack Items: ≤230mg/item • Entrée Items: ≤480mg/item <p>Fat Limits</p> <ul style="list-style-type: none"> • Total Fat: ≤35% of calories • Saturated fat: <10% of calories • Trans fat: <0.5g per packaged portion <p>Sugar Limit: ≤35% of weight from total sugars in foods</p> <p>NOTE: If NS12=2 or 3, then NS14=3</p>
		4	<p>Competitive food/beverage or location ban</p> <p>Example:</p> <ul style="list-style-type: none"> • “Competitive foods and beverages may not be sold on school campuses during the school day.”

NS15: Regulates sugar content* NEW	Addresses limiting <u>sugar</u> content of foods	0	<p>Not mentioned</p> <p>If policy specifies the current Dietary Guidelines for Americans and no other standards, code as a “0”</p> <p>Only regulating/limiting candy does not qualify for a “1” or “2”</p>
		1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> • Limit is not quantified • Limit is suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions • Restrictions on sugar only apply to a %age of food items
		2	<p>Required limit but is > 35% of weight from total sugar as served</p> <p>Either of the following:</p> <ul style="list-style-type: none"> • Quantified and required limit but is >35% of total calories • Quantified and required but limit is >35% of total weight from sugar • Quantified and required limits but allows more exceptions than Smart Snacks . • Food items sold must prohibit sugar as the first ingredient.
		3	<p>Meets SS: ≤35% of weight from total sugar as served + allowable exceptions</p> <p>Allowable Exceptions Include:</p> <ul style="list-style-type: none"> • dried whole fruits or vegetables, • dried whole fruit or vegetable pieces, • dehydrated fruits for vegetables with no added nutritive sweeteners; • dried fruits with nutritive sweeteners that are required for processing and/or palatability purposes; • canned fruit packed in juice or light syrup; • and frozen fruit with added sugar not to exceed “light syrup” amount
		4	<p>Meets IOM: ≤35% total calories</p> <ul style="list-style-type: none"> • Exception: yogurt with no more than 30 g of total sugars, per 8-oz. portion as packaged
		5	<p>Competitive food/beverage or location ban</p> <p>Example:</p> <ul style="list-style-type: none"> • “Competitive foods and beverages may not be sold on school campuses during the school day.”

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#	Item	Value	Coding Description
		0	Not mentioned
	NS16: Artificial sweeteners: food NEW Addresses limiting artificial sweeteners in foods	1	Recommended/limited Any of the following: <ul style="list-style-type: none"> • Limit is not quantified/specific • Limit is suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions • Restriction only applies to a %age of foods Example: <ul style="list-style-type: none"> • No food should contain an artificial sweetener.
2		Prohibits foods with artificial sweeteners Example: <ul style="list-style-type: none"> • No food or beverage shall contain an artificial sweetener. 	
3		Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> • <i>"Competitive foods and beverages may not be sold on school campuses during the school day."</i> 	

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#	Item	Value	Coding Description
		0	<p>Not mentioned</p> <p>Either of the following:</p> <ul style="list-style-type: none"> • Not mentioned • If policy specifies the current Dietary Guidelines for Americans and no other standards, code as a "0" <p>Example:</p> <ul style="list-style-type: none"> • "...must include items that meet the current Dietary Guidelines for Americans."
		1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> • Limit is not quantified • Limit is suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions • Restrictions on fat content only apply to a %age of food items • Quantified limit for saturated fat but no mention of total fat <p>Examples:</p> <ul style="list-style-type: none"> • "All food and beverages available to students at school are recommended to be food items low in fat..." • "The district will encourage students to make nutritious food choices and will ensure that...schools regulate the sale or serving of foods high in fat, sodium, or added sugars." • "The district shall consider sugar content, fat content, portion size, and lack of nutrients in all F&B sold or served to students." • "50% of food items must contain no more than 40% of total calories from fat." • "NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district's nutrition services department or contracted vendors." • "No individual food can exceed 10% of calories from saturated fat (no limit on total fat)."
	NS17: Regulates fat content* NEW	2	<p>Required limit but is > 35% total calories from fat</p> <p>Either of the following:</p> <ul style="list-style-type: none"> • Quantified and required limit but is >35% total calories from fat • Quantified and require limits but allows more exceptions than SS; SS exceptions include: • reduced fat cheese and part-skim mozzarella cheese, • nuts, seeds, nut or seed butters, • products consisting of only dried fruit with nuts and/or seeds with no additive nutritive sweeteners or fat, • and seafood with no added fat <p>Examples:</p> <ul style="list-style-type: none"> • "F&B sold outside the school meal program must contain no more than 40% of total calories/weight from fat." • "No individual food item can exceed 8 grams of fat per serving." • "Calories from fat shall not exceed 30%, excluding reduced fat (2%) cheese, nuts, seeds and nut butters and ice cream once a week."
	Addresses limiting fat content of foods	3	<p>Meets SS (7 C.F.R. 210.11): ≤35% total calories from total fat as served + allowable exceptions</p> <p>Exceptions:</p> <ul style="list-style-type: none"> • reduced fat cheese and part-skim mozzarella cheese, • nuts, seeds, nut or seed butters, • products consisting of only dried fruit with nuts and/or seeds with no additive nutritive sweeteners or fat, • and seafood with no added fat <p>Example:</p> <ul style="list-style-type: none"> • "Calories from fat shall not exceed 30%, excluding reduced fat (2%) cheese, nuts, seeds and nut butters."
		4	<p>Meets IOM: ≤35% total calories from fat</p> <p>Example:</p> <ul style="list-style-type: none"> • "K-12 school food service, school store, and school vending machine sale of individual snack items per package shall include no more than 35% of calories from fat and nine grams maximum per serving with the exception of nuts."* <p>*IOM does not include exceptions to the limit but in practice nuts are excluded from meeting the requirement.</p>
		5	<p>Competitive food/beverage or location ban</p> <p>Example:</p> <ul style="list-style-type: none"> • "Competitive foods and beverages may not be sold on school campuses during the school day."

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#	Item	Value	Coding Description
NS18: Limits trans-fat* NEW	Limits the amount of trans fat	0	Not mentioned Either of the following: <ul style="list-style-type: none"> Not mentioned If policy specifies the current Dietary Guidelines for Americans and no other standards, code as a "0" Example: <ul style="list-style-type: none"> "...must include items that meet the current Dietary Guidelines for Americans."
		1	Recommended/limited Either of the following: <ul style="list-style-type: none"> Discourages use of trans fats/encourage use of products that are trans-fat free Limit is suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions Examples: <ul style="list-style-type: none"> "The level of trans fats will be as low as possible." "Products containing trans-fats are discouraged." "Encouraged to use only products that are trans-fat free."
		2	Requires a limit on trans fats but not a complete ban Limits the amount of trans fats but not a complete ban on trans fats Example: <ul style="list-style-type: none"> "...shall contain no more than 2 g/serving of saturated and trans fat combined."
		3	Meets IOM: ≤0.5g trans fat/serving Meets IOM standard: Trans-fat free or less than or <u>equal to</u> 0.5g of trans fat Example: <ul style="list-style-type: none"> "All foods sold/available at school must be trans-fat free."
		4	Meets Smart Snack standard (7 C.F.R. 210.11): Trans-fat free per packaged portion or <0.5g of trans fat per packaged portion
		5	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."

NS19: Limits saturated fat* NEW	Limits the amount of saturated fat	0	Not mentioned
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Limit is suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions Specifies the current Dietary Guidelines for Americans and no other standards (applies to all food items) Restrictions on sodium only apply to a %age of food items Example: <ul style="list-style-type: none"> "Foods sold should not exceed 10% of calories from saturated fat."
		2	Quantified and required but limit is ≥10% calories from saturated fat Either of the following: <ul style="list-style-type: none"> Quantified and required limit but is ≥10% total calories from saturated fat Quantified and require limits but allows for more exceptions than Smart Snacks Example: <ul style="list-style-type: none"> "All foods will have less than 10% of calories from saturated fat except nuts, reduced fat cheese and ice cream once a week."
		3	Meets SS (7 C.F.R. 210.11): <10% calories from saturated fat as served Exceptions: <ul style="list-style-type: none"> reduced fat cheese and part-skim mozzarella cheese, nuts, seeds, nut or seed butters, products consisting of only dried fruit with nuts and/or seeds with no additive nutritive sweeteners or fat, and seafood with no added fat
		4	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."

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#	Item	Value	Coding Description
NS20: Regulates sodium - snacks* NEW Addresses limiting sodium content of snack foods		0	Not mentioned Either of the following: <ul style="list-style-type: none"> Not mentioned Indicates that schools shall “strive to” or “should” meet the current Dietary Guidelines Example: <ul style="list-style-type: none"> “...must include items that meet the current Dietary Guidelines for Americans.”
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Limit is suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions Specifies the current Dietary Guidelines for Americans and no other standards (applies to all food items) Restrictions on sodium only apply to a %age of food items Examples: <ul style="list-style-type: none"> “Foods to avoid—consume only occasionally: high sodium foods.”(luncheon meats, cheeses, salty popcorn, pickles) “The district will encourage students to make nutritious food choices and will ensure that...schools regulate the sale or serving of foods high in fat, sodium, or added sugars.” “...50% of food items must contain no more than 600mg of sodium.” “NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district's nutrition services department or contracted vendors.”
		2	Quantified and required limit but is >230 mg/portion for snacks Example: <ul style="list-style-type: none"> “A snack food item sold individually shall contain no more than 240mg of sodium per serving.”
		3	Meets SS (7 C.F.R. 210.11): ≤230 mg/portion for snacks <ul style="list-style-type: none"> >200mg/portion of snacks and ≤230mg/portion of snacks Example: <ul style="list-style-type: none"> “A snack food item sold individually shall contain no more than 230mg of sodium per serving.”
		4	Meets IOM Standard: ≤ 200 mg/portion for snacks Example: <ul style="list-style-type: none"> “A snack food item sold individually shall contain no more than 200mg of sodium per serving.”
		5	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> “Competitive foods and beverages may not be sold on school campuses during the school day.”

NS21: Regulates sodium - entrees* NEW Addresses limiting sodium content of foods --a la carte entrees *NOTE: CODE ONLY FOR NS21alc		0	Either of the following: <ul style="list-style-type: none"> Not mentioned Indicates that schools shall “strive to” or “should” meet the current Dietary Guidelines Example: <ul style="list-style-type: none"> “...must include items that meet the current Dietary Guidelines for Americans.”
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Limit is suggested, time- or location- specific, subject to principal's discretion, or weakened by other exceptions Restrictions on sodium only apply to a %age of food items Specifies the current Dietary Guidelines for Americans and no other standards (applies to all food items) Examples: <ul style="list-style-type: none"> “Foods to avoid—consume only occasionally: high sodium foods.” (luncheon meats, cheeses, salty popcorn, pickles) “The district will encourage students to make nutritious food choices and will ensure that...schools regulate the sale or serving of foods high in fat, sodium, or added sugars.” “...50% of food items must contain no more than 600mg of sodium.” “NGs that require the use of products that are high in fiber, low in added fats, sugar, sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district's nutrition services department or contracted vendors.”
		2	Quantified and required limit but is > 480 mg/item for a la carte entrees Example: <ul style="list-style-type: none"> “An entrée item sold shall contain no more than 600mg of sodium per serving.”
		3	Meets SS/IOM Standard: ≤ 480 mg/item for a la carte entrees Example: <ul style="list-style-type: none"> “An entrée item sold shall contain no more than 480mg of sodium per serving.”
		4	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> “Competitive foods and beverages may not be sold on school campuses during the school day.”

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#	Item	Value	Coding Description
NS22: Limits calories content: snacks*	Addresses limiting calorie content per serving size of snack foods	0	Not mentioned Any of the following: <ul style="list-style-type: none"> Not mentioned Policy specifies the current Dietary Guidelines for Americans and no other standards Limiting calories from fat, sugar, or any other group of nutrients does not qualify for a “1” or “2.” Provisions related to limiting “additional caloric sweeteners” also do not qualify for a “1” or “2”
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Limit is suggested, time- or location- specific, subject to principal’s discretion, or weakened by other exceptions Restrictions only apply to a %age of food items Examples: <ul style="list-style-type: none"> “Foods sold outside of the National School Lunch Program shall contain a reasonable number of calories per package.” “...50% of food items must contain no more than 300 calories/serving.”
		2	Quantified and required limit but is >200 calories/serving Example: <ul style="list-style-type: none"> “Individually sold snack items shall not exceed 240 calories per package.”
		3	Meets SS/IOM: ≤ 200 calories/serving Example: <ul style="list-style-type: none"> “Individually sold snack items shall not exceed 200 calories per package.”
		4	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> “Competitive foods and beverages may not be sold on school campuses during the school day.”
NS23: Limits calories content: entrees* NEW	Addresses limiting calorie content per serving size of foods—a la carte entrees *CODE ONLY FOR NS23alc	0	Any of the following: <ul style="list-style-type: none"> Not mentioned Policy specifies the current Dietary Guidelines for Americans and no other standards Limiting calories from fat, sugar, or any other group of nutrients does not qualify for a “1” or “2.” Provisions related to limiting “additional caloric sweeteners” also do not qualify for a “1” or “2”
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Limit is suggested, time- or location- specific, subject to principal’s discretion, or weakened by other exceptions Restrictions only apply to a %age of food items Examples: <ul style="list-style-type: none"> “A la carte items shall contain a reasonable number of calories per package.” “...50% of a la carte items must contain no more than 400 calories/item.”
		2	Quantified and required limit but is >350 calories/item Example: <ul style="list-style-type: none"> “A la carte items shall not exceed 400 calories per item.”
		3	Meets SS (7 C.F.R. 210.11): ≤350 calories/item Example: <ul style="list-style-type: none"> “A la carte entree items shall not exceed 350 calories per item.”
		4	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> “Competitive foods and beverages may not be sold on school campuses during the school day.”
NS24: Accompaniments* NEW		0	Not mentioned Either of the following: <ul style="list-style-type: none"> Not mentioned Indicates that %age of accompaniments
		1	Recommended/limited Suggested to be part of the food item’s nutrient profile
		2	Meets SS (7 C.F.R. 210.11) = Required to be part of food item’s nutrient profile Accompaniments such as cream cheese, salad dressing and butter must be included in the nutrient profile as part of the food item sold.
		3	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> “Competitive foods and beverages may not be sold on school campuses during the school day.”

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#	Item	Value	Coding Description
NS25: Nutrition standards: beverage* NEW Nutrition Standards for Beverages in ES/MS *Note this variable will only be coded for ES/MS		0	Not mentioned Any of the following: <ul style="list-style-type: none"> • Not mentioned • Indicates that competitive beverages “should include” specific beverage items.
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> • Limit is not quantified/specific • Limit is suggested, time- or location-specific, subject to principal’s discretion, or weakened by other exceptions • Restriction only applies to a %age of beverages • Indicates that competitive beverages “must/shall include” specific beverage items (which includes 100% juice) • Any combination of milk, water and juice but other beverages are also included in list (i.e. sports drinks) Examples: <ul style="list-style-type: none"> • “...50% of beverages shall be milk, water and 100% juice.” • “Competitive beverages must include 100% juice, milk and water.” • “Beverages are limited to 100% juice, milk, water and electrolyte replacement drinks.”
		2	Any combination of milk, water, juice. Requires only milk, water or juice to be sold but does not indicate: <ul style="list-style-type: none"> • Plain water (with or without carbonation) • Fat free or low fat unflavored milk • Fat free flavored milk • 100% juice only • 100% juice diluted with water (with or without carbonations) and no added sweeteners Example: <ul style="list-style-type: none"> • “Beverages are limited to water, milk, and 100% fruit juice.”
		3	Meets SS (7 C.F.R. 210.11) standard: Allows only: <ul style="list-style-type: none"> • Plain water (with or without carbonation)—no added flavors or sweeteners • Fat free or low fat unflavored milk • Fat free flavored milk • 100% juice only • 100% juice diluted with water (with or without carbonations) and no added sweeteners
		4	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> • “Competitive foods and beverages may not be sold on school campuses during the school day.”

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#	Item	Value	Coding Description
NS26: Nutrition standards: HS Beverages* NEW Nutrition Standards for Beverages in HS *Note this item will only be coded for HS		0	Not mentioned Any of the following: <ul style="list-style-type: none"> • Not mentioned • Indicates that competitive beverages “should include” specific beverage items.
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> • Limit is not quantified/specific • Limit is suggested, time- or location-specific, subject to principal’s discretion, or weakened by other exceptions • Restriction only applies to a %age of beverages • Indicates that competitive beverages “must/shall include” specific beverage items (which includes 100% juice) • Beverages beyond those allowed by Smart Snacks exemptions are permitted Examples: <ul style="list-style-type: none"> • “...50% of beverages shall be milk, water and 100% juice.” • “Competitive beverages must include 100% juice, milk and water.”
		2	Meets SS (7 C.F.R. 210.11) standard: Allows only: <ul style="list-style-type: none"> • Plain water (with or without carbonation)—no added flavors or sweeteners • Fat free or low fat unflavored milk • Fat free flavored milk • 100% juice only • 100% juice diluted with water (with or without carbonations) and no added sweetener • Calorie-free, flavored and/or carbonated water and other calorie-free beverages containing <5 calories/8 ounces serving (or ≤10 calories/20 ounces)--with a maximum of 20 ounces • Beverages of no more than 40 calories/8 ounces or 60 calories/12 ounces in no more than 12 ounces servings
		3	Meets IOM: Allows only water, milk, 100% juice
		4	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> • “Competitive foods and beverages may not be sold on school campuses during the school day.”

NS27: Artificial sweeteners: beverages NEW Addresses limiting artificial sweeteners in beverages		0	Not mentioned
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> • Limit is not quantified/specific • Limit is suggested, time- or location-specific, subject to principal’s discretion, or weakened by other exceptions • Restriction only applies to a %age of beverages Example: <ul style="list-style-type: none"> • “No beverage should contain an artificial sweetener.”
		2	Prohibits beverages with artificial sweeteners Example: <ul style="list-style-type: none"> • “No food or beverage shall contain an artificial sweetener.”
		3	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> • “Competitive foods and beverages may not be sold on school campuses during the school day.”

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#	Item	Value	Coding Description
NS28: Limits fat content milk* Addresses limiting fat content of milk		0	<p>Any of the following:</p> <ul style="list-style-type: none"> Not mentioned Mentioning nonfat or low-fat dairy products/foods (must specifically mention milk) does not qualify for a "1" or "2" If policy explicitly allows whole milk, code as a "0", Example: Full fat milk is allowed
		1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> Limiting milk to only low-fat (1%) or non-fat/skim is specified but suggested, time or location-specific, subject to principal's discretion, or weakened by other exceptions Full-fat milk is prohibited, but reduced-fat (2%) milk is allowed Policy mentions that non-fat/skim, low-fat (1%), or reduced-fat (2%) milk are "allowed," "offered," or "provided" without specifying "only" Restrictions on fat content of milk only applies to a %age of beverages If there is an "allowed" and "not allowed" beverage list and fat free and low-fat milk (1%) appear on the "allowed" list but reduced fat milk (2%) and whole milk do not appear on the "not allowed" list. <p>Examples:</p> <ul style="list-style-type: none"> "In high school, reduced fat, low-fat or skim milk may be sold." "Schools shall offer fat-free milk where beverages are sold." "At least 50% of beverage selections...shall be 100% fruit juice, low fat or fat free milk, and unflavored or unsweetened water."
		2	<p>Meets SS/IOM: only low fat or non-fat milk is allowed</p> <p>Any of the Following:</p> <ul style="list-style-type: none"> Only low-fat (1%) or non-fat/skim milk is allowed (i.e., reduced-fat [2%] AND full-fat are prohibited) If there is an "allowed" and "not allowed" beverage list, fat free and low-fat milk (1%) must appear on the "allowed" list while reduced fat milk (2%) and whole milk must appear on the "not allowed" list. <p>Example:</p> <ul style="list-style-type: none"> "Beverages sold will be limited to low-fat or fat-free milk, 100% juice, and water."
		3	<p>Competitive food/beverage or location ban</p> <p>Example:</p> <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."

NS29: Limits fat: flavored milk* NEW Addresses limiting the fat content of flavored milk		0	<p>Any of the following:</p> <ul style="list-style-type: none"> Not mentioned Mentioning nonfat or low-fat dairy products/foods (must specifically mention milk) does not qualify for a "1" or "2" Allows flavored reduced fat (2%) or whole milk
		1	<p>Recommended/limited</p> <p>Any of the following:</p> <ul style="list-style-type: none"> Limiting flavored milk to only non-fat/skim is specified but suggested, time or location-specific, subject to principal's discretion, or weakened by other exceptions Policy mentions that flavored non-fat/skim is "allowed," "offered," or "provided" without specifying "only" Restrictions on fat content of flavored milk only applies to a %age of beverages Restrictions on fat content of flavored milk is limited to non-fat and low fat milk <p>Examples:</p> <ul style="list-style-type: none"> "In high school flavored skim milk may be sold." "Schools shall offer fat-free flavored milk where beverages are sold." "At least 50% of beverage selections...shall be 100% fruit juice, low fat or fat free milk, fat free flavored milk, and unflavored or unsweetened water." "Beverages sold shall be limited to... fat free or low fat nutritionally equivalent flavored milk."
		2	<p>Meets SS/IOM: only non-fat flavored milk is allowed</p> <p>Any of the Following:</p> <ul style="list-style-type: none"> Only flavored non-fat/skim milk is allowed (i.e., low fat [1%], reduced-fat [2%] AND full-fat are prohibited) If there is an "allowed" and "not allowed" beverage list, flavored fat free milk must appear on the "allowed" list while flavored low fat milk (1%), reduced fat milk (2%) and whole milk must appear on the "not allowed" list. <p>Example:</p> <ul style="list-style-type: none"> "Beverages sold will be limited to low-fat or fat-free milk, flavored fat free milk, 100% juice, and water."
		3	<p>Competitive food/beverage or location ban</p> <p>Example:</p> <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."

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#	Item	Value	Coding Description
NS30: Restrictions on juice* NEW		0	Not mentioned
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified/specific Limit is suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions Restriction only applies to a %age of beverages Indicates that competitive beverages "must/shall include" specific beverage items (which includes 100% juice) Fruit /juice drinks containing at < 50% juice
		2	Requires 50-99% juice
		3	Meets SS: allows ONLY 100% juice
		4	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."
NS31: Restrictions on water* NEW		0	Not mentioned
		1	Recommended/limited Examples: <ul style="list-style-type: none"> Water should be limited to plain water (with or without carbonation). Beverages should include plain water.
		2	Meets SS: Limited to plain water (with or without carbonation)—no added flavors or sweeteners Example: <ul style="list-style-type: none"> Beverages shall be limited to plain water (with or without carbonation).
		3	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."
NS32: Serving size limits: beverages* NEW Addresses serving size limits for beverages		0	Not mentioned
		1	Recommended/limited Either of the following: <ul style="list-style-type: none"> Limit for drinks other than water is greater than 12 ounces Limit is suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions Examples: <ul style="list-style-type: none"> "All beverages other than water and milk shall be 12oz or less." "The district shall consider sugar content, fat content, portion size, and lack of nutrients in all F&B sold or served to students."
		2	Limit for drinks other than water is > SS (7 C.F.R. 210.11) standards but no more than 12 ounces/serving
		3	Meets SS Standards (7 C.F.R. 210.11) (must meet ALL standards to be coded as "3" for given grade level): <ul style="list-style-type: none"> Water any size; AND 8 oz portion for all ES beverages OR (based on grade level) 12 oz portion for all MS beverages OR (based on grade level) 12 oz portion for HS milk and juice AND (for HS only) 20 oz portions of calorie-free, flavored water (with or without carbonation); and other flavored and/or carbonated beverages that are labeled to contain <5 calories per 8 fluid ounces or ≤10 calories per 20 fluid ounces.
		4	Meets IOM Standards (must meet ALL standards to be coded as a "4" for a given grade level): <ul style="list-style-type: none"> Water any size; AND 8 oz./serving for milk (including flavored milk); AND ES/MS Juice: 4 oz./serving for 100% juice; OR (based on grade level) HS Juice: 8 oz./serving for 100% juice
		5	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
NS33: Limits caffeine: ES/MS*	Addresses limiting caffeine in ES/MS only	0	Not mentioned Either of the following: <ul style="list-style-type: none"> Not mentioned Indicates that %age of beverage items must meet the nutrition guidelines and allows electrolyte replacement drinks/isotonic/sports drinks for ES/MS
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Limit is suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions Restrictions apply to a %age of beverages Examples: <ul style="list-style-type: none"> "Flavored water shall be caffeine-free." "50% of all beverages offered shall be milk, water, and 100% juice." "100% of all beverages should be limited to milk, water, and 100% juice."
		2	Meets SS (7 C.F.R. 210.11): caffeine prohibited in ES/MS Meets IOM = Caffeine prohibited Meets IOM Standard: <ul style="list-style-type: none"> Beverages with added caffeine are prohibited All allowable beverages are caffeine-free Exception for trace amounts in chocolate milk. Examples: <ul style="list-style-type: none"> "All beverages shall be caffeine-free, with the exception of trace amounts of naturally occurring caffeine substances." "Allows only low-calorie beverages including flavored, non-caffeinated water." "100% of all beverages offered shall be milk, water, and 50%-100% juice."
		3	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."

NS34: Limits caffeine: HS*	Addresses limiting caffeine in HS only	0	Not mentioned Either of the following: <ul style="list-style-type: none"> Not mentioned Indicates that %age of beverage items must meet the nutrition guidelines and allows electrolyte replacement drinks/isotonic/sports drinks for HS
		1	Recommended/limited Any of the following: <ul style="list-style-type: none"> Limit is not quantified Limit is suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions Restrictions apply to a %age of beverages Examples: <ul style="list-style-type: none"> "Flavored water shall be caffeine-free." "50% of all beverages offered shall be milk, water, and 100% juice." "100% of all beverages should be limited to milk, water, and 100% juice."
		2	Meets IOM = Caffeine prohibited Meets IOM Standard: <ul style="list-style-type: none"> Beverages with added caffeine are prohibited All allowable beverages are caffeine-free Exception for trace amounts in chocolate milk. Example: <ul style="list-style-type: none"> "All beverages shall be caffeine-free, with the exception of trace amounts of naturally occurring caffeine substances." "Allows only low-calorie beverages including flavored, non-caffeinated water." "100% of all beverages offered shall be milk, water, and 50%-100% juice."
		3	Competitive food/beverage or location ban Example: <ul style="list-style-type: none"> "Competitive foods and beverages may not be sold on school campuses during the school day."

Section 3. Nutrition Standards for Competitive and Other Foods and Beverages

#	Item	Value	Coding Description
NS35: Fundraiser exemption NEW		0	Not mentioned or no limits
		1	<p>Any of the following: Allows a certain number of nutritional exemptions for fundraisers OR Allows certain events/specific activities to be exempt from fundraising nutrition guidelines OR Allows exemptions from the fundraising nutrition guidelines at certain times during the day Examples:</p> <ul style="list-style-type: none"> • “Five 1-day fundraisers are exempt from the nutrition guidelines specified above.” • “Three fundraisers are exempt from Smart Snack standards during the 2014/2015 school year.” • “Any food or beverage may be sold as a fundraiser after the last lunch period.” • “Food or beverages sold by booster clubs during the school day do not have to follow Smart Snacks.”
		2	No nutritional exemptions allowed for fundraisers
NS36: Fundraiser exemption explanation NEW		Fill-In	<p># or explanation of exemptions (fill-in) Examples:</p> <ul style="list-style-type: none"> • “Five 1-day fundraisers are exempt from the nutrition guidelines specified above.” • “Three fundraisers are exempt from Smart Snack standards during the 2014/2015 school year.”
NS37: Fundraising event/ specific activity exemptions NEW		Fill-In	<p>Explanation of fundraising exemptions related to special events or specific activities (e.g. boosters, sporting events, etc) Example:</p> <ul style="list-style-type: none"> • “Food or beverages sold by booster clubs during the school day do not have to follow Smart Snacks.”
NS38: Time of the Day fundraiser exemptions NEW		Fill-In	<p>Explanation of fundraising exemptions that are contingent on a specific time of the day Example:</p> <ul style="list-style-type: none"> • “Any food or beverage may be sold as a fundraiser after the last lunch period.”
NS39: Limits on number of fundraisers that meet established nutrition standards NEW		0	Not mentioned or no limits
		1	<p>Limits number of fundraisers that meet established nutrition standards Example:</p> <ul style="list-style-type: none"> • “Any one or more student organizations may conduct no more than four food sales of any food items during a school year in each school, but such sales shall be held on the same 4 days for all organizations and must meet the nutrition standards approved by the board.”
NS40: Fundraiser limits requirement NEW		Fill-In	<p>Explanation of the requirement Example:</p> <ul style="list-style-type: none"> • “Any one or more student organizations may conduct no more than four food sales of any food items during a school year in each school, but such sales shall be held on the same 4 days for all organizations and must meet the nutrition standards approved by the board.”

SECTION 4. PHYSICAL EDUCATION

#	Item	Value	Coding Description
PE1: Goals for PE* PE mentioned	*See Coding Appendix 4 for further clarification	0	No mention of PE anywhere in the policy
		1	Any mention of PE
PE2: PE curriculum for each grade Addresses physical education curriculum/program for each grade level		0	Either of the following: <ul style="list-style-type: none"> Not mentioned PE is included in the HE curriculum Example: <ul style="list-style-type: none"> <i>“Division HE curriculum standards and guidelines address both nutrition and PE.”</i>
		1	Any of the following: <ul style="list-style-type: none"> Unclear if each grade has a physical education curriculum/program A curriculum is identified but limited to only some grade levels Addresses minimum amount of time for physical education but does not mention curriculum/program Example: <ul style="list-style-type: none"> <i>“Physical education will be provided in K-8.” (in a district that extends beyond 8th grade)</i>
		2	Either of the following: <ul style="list-style-type: none"> Clear that district has a PE curriculum/program for each grade (e.g., policy describes a general PE curriculum/program for “K-12,” “all levels,” or “all students”) Clear that PE program is provided for “K-12,” “all levels,” or “all grades” and mention time requirements (without using the word “curriculum”) Example: <ul style="list-style-type: none"> <i>“The PE Committee will submit for approval a K-12 comprehensive curriculum/program. All students in grades 1-5 will be scheduled for PE instruction in accordance with state law. All students in grades 6-8 and 9-11 shall participate.”</i>
PE3: Time/week of PE for ES Addresses time per week of physical education for elementary school students		0	Any of the following: <ul style="list-style-type: none"> Not mentioned Suggests that schools follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards The policy references the state but there are not state guidelines.
		1	Any of the following: <ul style="list-style-type: none"> Suggests but does not require 150 minutes/week Specifies total amount of physical education, but it is less than 150 minutes/week Suggests that schools follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Specifies number of times per week without duration Time is specified for overall physical activity that specifically includes physical education Requires schools to follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards Example: <ul style="list-style-type: none"> <i>“All students in ES will receive 150 minutes of physical activity/week. This will be accomplished with regular PE class and recess.” (also code PA3=2)</i>
		2	Any of the following: <ul style="list-style-type: none"> Requires 150 minutes/week or more of physical education Requires schools to follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance this Alliance embeds NASPE)
PE3a: Minutes of PE for ES Specifies minutes of physical education for elementary school Students			_____ minutes (circle day or week w/ red pencil) Note: ONLY COMPLETE If minutes/week is specified in PE3=1 or PE3=2; otherwise leave it blank.
PE3b: days/week of PE for ES Specifies days per week of physical education for elementary school students			_____ days per week Note: ONLY COMPLETE If days/week is specified in PE3=1 or PE3=2; otherwise leave it blank.

#	Item	Value	Coding Description
PE4: Time/week of PE MS Addresses time per week of physical education for middle school students	0	<p>Either of the following:</p> <ul style="list-style-type: none"> Not mentioned Suggests that schools follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards The policy references the state but there are not state guidelines. 	
	1	<p>Any of the following:</p> <ul style="list-style-type: none"> Suggests but does not require 225 minutes/week Specifies total amount of physical education, but it is less than 225minutes/week Suggests that schools follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Specifies number of times per week without duration Time is specified for overall physical activity that specifically includes physical education Requires schools to follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards 	
	2	<p>Either of the following:</p> <ul style="list-style-type: none"> Requires 225 minutes/week or more of physical education Requires schools to follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) 	

PE4a: minutes of PE for MS Specifies minutes of physical education for middle school students	_____ minutes (circle day or week w/ red pencil) Note: ONLY COMPLETE If minutes/week is specified in PE4=1 or PE4=2; otherwise leave it blank.
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PE4b: days/week of PE for MS Specifies days per week of physical education for middle school students	_____ days per week Note: ONLY COMPLETE If days/week is specified in PE4=1 or PE4=2; otherwise leave it blank.
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PE5: Time/week of PE for HS Addresses time per week of physical education for high school students	0	<p>Either of the following:</p> <ul style="list-style-type: none"> Not mentioned Suggests that schools follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards The policy references the state but there are not state guidelines.
	1	<p>Any of the following:</p> <ul style="list-style-type: none"> Suggests but does not require 225 minutes/week Specifies total amount of physical education, but it is less than 225minutes/week Suggests that schools follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Specifies number of times per week without duration Time is specified for overall physical activity that specifically includes physical education Requires schools to follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards
	2	<p>Either of the following:</p> <ul style="list-style-type: none"> Requires 225 minutes/week or more of physical education Requires schools to follow NASPE standards OR the standards of SHAPE America (American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE)

PE5a: Minutes of PE for HS Specifies minutes of physical education for high school students	_____ minutes (circle day or week w/ red pencil) Note: ONLY COMPLETE If minutes/week is specified in PE5=1 or PE5=2; otherwise leave it blank.
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PE5b: days/week of PE for HS Specifies days per week of physical education for high school students	_____ days per week Note: ONLY COMPLETE If days/week is specified in PE5=1 or PE5=2; otherwise leave it blank.
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#	Item	Value	Coding Description
PE6: Physically active lifestyle	Physical education promotes a physically active lifestyle	0	<p>Either of the following:</p> <ul style="list-style-type: none"> Not mentioned Suggests that schools follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards
		1	<p>Any of the following:</p> <ul style="list-style-type: none"> Suggests that physical education classes promote a physically active lifestyle Suggests that physical education programs focus on self-assessment Suggests that schools follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Requires schools to follow “national PE standards or nationally recognized guidelines for PE and PA” without mentioning NASPE standards. <p>Examples:</p> <ul style="list-style-type: none"> “Physical education programs should promote an active lifestyle.” “...schools will take a wellness approach to PE.” “Health education will complement PE by reinforcing knowledge, skills, etc...needed to maintain a physically active lifestyle.”
		2	<p>Any of the following:</p> <ul style="list-style-type: none"> Requires physical education to teach lifetime activities Requires schools to follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Focuses on self-assessment through a “Fitnessgram” or “Activitygram” <p>Examples:</p> <ul style="list-style-type: none"> “Physical education shall focus on personal fitness.” “...shall provide all students physical education that teaches them the skills needed for lifelong physical fitness.” “Schools will provide PE and NE for all students to foster lifelong habits of healthy eating and physical activity.”
PE7: Competency assessment	Specifies competency assessment (i.e., knowledge, skills, or practice)	<p>Note: This item refers to an assessment that is part of the regular physical education curriculum to determine whether students are learning the skills and other content appropriate for their grade (e.g., sports rules). President’s Challenge Fitness Test does not qualify for a “1” or “2.”</p>	
		0	<p>Either of the following:</p> <ul style="list-style-type: none"> Not mentioned Suggests that schools follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards
		1	<p>Any of the following:</p> <ul style="list-style-type: none"> A competency assessment or assessment of knowledge, skills, or practice is suggested and/or vague Suggests that schools follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Requires schools to follow “national PE standards” or “nationally recognized guidelines for PE and PA” without mentioning NASPE standards <p>Examples:</p> <ul style="list-style-type: none"> “...will promote rubrics that objectively evaluate and encourage active participation in physical education in all classes K-12.” “Students should be able to demonstrate [physical education] competency through application of knowledge, skill development, and practice.”
2	<p>Requires a competency assessment or assessment of knowledge, skill, or practice as part of the physical education curriculum. NASPE standards do not qualify for a “2”</p> <p>Example:</p> <ul style="list-style-type: none"> “Students shall be able to demonstrate [physical education] competency through application of knowledge, skill development, and practice.” 		
PE8: Addresses PE classes or credits	Addresses physical education classes, courses, or credits as an important part of the curriculum (i.e., on same par as other academic subjects)	0	Not mentioned
		1	Suggested that physical education classes, courses, or credits count toward graduation and/or GPA
		2	Required that physical education classes or credits count toward graduation and/or GPA

#	Item	Value	Coding Description
	PE8a: Amount of PE courses/hours/credits Specifies number of physical education classes, courses, or credits specified		_____ PE classes, courses or credits toward graduation or GPA (Fill in # or unit) Note: ONLY COMPLETE If PE8=2; otherwise leave it blank.
	PE9: Frequency of required PE Addresses frequency of required physical education (daily)	0	Either of the following: <ul style="list-style-type: none"> Not mentioned Frequency required/suggested but LESS than daily Example: <ul style="list-style-type: none"> <i>"The equivalent of 1 class period/day of PE for one semester is required for K-8 students."</i>
		1	Suggested that students will receive daily physical education Example: <ul style="list-style-type: none"> <i>"Physical education should be provided every day."</i>
		2	Required that all students receive daily physical education Example: <ul style="list-style-type: none"> <i>"Physical education will be provided on a daily basis."</i>
	PE9a: Daily PE waiver *state level coding only	0	Not mentioned
		1	School districts may apply for a waiver from the state-level daily PE requirement Example: <ul style="list-style-type: none"> <i>Refer to 105ILCS 5/27-6 and 105ILCS 5/2-3.25 for examples of daily PE waiver</i>
	PE10: Teacher-student ratio for PE	0	Not mentioned or clearly states that PE classes are not subject to the same maximum class size or student-to-teacher ratios as other courses
		1	Vague and/or suggested Examples: <ul style="list-style-type: none"> <i>"For PE classes, the district shall staff those classes to provide for student safety and maximize student participation."</i> <i>"PE classes will have student/teacher ratios similar to those used in other classes."</i> <i>"PE class size is consistent with the requirement of good instruction and standing."</i>
		2	Specific and required Example: <ul style="list-style-type: none"> <i>"PE classes will have student/teacher ratios of 1:25."</i>
	PE11: Safe/adequate equipment/facilities Addresses safe and adequate equipment and facilities for physical education	0	Any of the following: <ul style="list-style-type: none"> Not mentioned Generic statements about safe environment/facilities that do not mention PE or indicative of equipment used for PE Suggests that schools follow "national PE standards" or "nationally recognized guidelines for PE and PA" without mentioning NASPE standards Example: <ul style="list-style-type: none"> <i>"Creating a positive environment for PA – All schools in the district will provide a physical and social environment that encourages safe and enjoyable activity for all students."</i>
		1	Any of the following: <ul style="list-style-type: none"> Suggested or encouraged Mentions NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Requires schools to follow "national PE standards or nationally recognized guidelines for PE and PA" without mentioning NASPE standards Indicates that play areas, facilities, and equipment used for PA shall meet accepted standards Examples: <ul style="list-style-type: none"> <i>"Physical activity facilities (and/or equipment) on school grounds shall be safe."</i> <i>"Pursuant to district XYZ, PE is required to be offered to all pupils, therefore, schools are required to provide adequate facilities and instructional resources for the institution."</i>
		2	<ul style="list-style-type: none"> Ensures that equipment and facilities specifically used for PE are safe and adequate NASPE standards do not qualify for a "2" Example: <ul style="list-style-type: none"> <i>"The physical education program shall be provided adequate space and equipment and conform to all applicable safety standards."</i>

#	Item	Value	Coding Description
PE12: Moderate to vigorous activity (MVPA) Addresses amount of time devoted to MVPA in physical education		0	Not mentioned Recess and other physical activities do not qualify; must be PE specific
		1	Any of the following: <ul style="list-style-type: none"> Suggested Duration is not specified Duration is less than 50% of class time Examples: <ul style="list-style-type: none"> "The physical education program shall devote as much class time as possible to moderate and vigorous activity." "All students shall have opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education, recess, school athletic programs, and extracurricular programs."
		2	At least 50% of class time is designated for moderate to vigorous activity Example: <ul style="list-style-type: none"> "All physical education classes to include at least 50% of moderate to vigorous activity in all or most lessons."
PE12a: Percent or amount of time for MVPA Specifies percent or amount of time allotted for MVPA			_____ % or amount of time for moderate to vigorous activity (fill in % or amount of time) Note: ONLY COMPLETE if PE12=1 or 2 and amount of MVA time is specified; otherwise leave it blank.
PE13: Qualifications for PE instructors Note: This item assesses whether PE must be taught by someone with a state or national PE endorsement (e.g., licensure or certification). This is not measuring whether the state has specific criterion for someone seeking to receive an endorsement in PE (e.g., minimum # hours) or to become a PE educator.		0	Either of the following: <ul style="list-style-type: none"> Not mentioned or not suggestive of credentials/qualifications Suggests that schools follow "national PE standards or nationally recognized guidelines for PE and PA" without mentioning NASPE standards Examples: <ul style="list-style-type: none"> "PE instructors and PE teacher assistants, under the direction of the PE instructor, will teach PE classes."
		1	Any of the following: <ul style="list-style-type: none"> Credentials are vaguely referred to or suggested Suggests NASPE standards or the standards of SHAPE America (formerly the American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Requires schools to follow "national PE standards or nationally recognized guidelines for PE and PA" without mentioning NASPE standards Examples: <ul style="list-style-type: none"> "Physical education shall be taught by appropriate staff." "When possible, physical education will be taught by a licensed instructor." "Certified teachers will teach all PE and health classes." "...PE shall be taught by highly qualified staff..." "...PE will be taught by competent staff..."
		2	Either of the following: <ul style="list-style-type: none"> Requires that physical education be taught by a licensed instructor Requires schools to follow NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE) Examples: <ul style="list-style-type: none"> "Physical education will be taught by a licensed instructor." "Health and PE classes will be taught by certified health and PE instructors at the secondary levels, 7-12." (code this for MS/HS)
PE14: PE training for teachers District provides physical education training for physical education teachers		0	Either of the following: <ul style="list-style-type: none"> Not mentioned Staff only receive training/professional development related to PA without mention of PE
		1	Suggested that all staff or PE staff receive PE-related training/professional development Example: <ul style="list-style-type: none"> "All staff involved in PE should be provided with opportunities for professional development."
		2	Provision of PE training is required for PE teachers If PE-specific training is provided for a broader set of staff or teachers, it is assumed that PE teachers are included and will also receive PE training Examples: <ul style="list-style-type: none"> "Ensures PE staff will receive professional development on a yearly basis." "...shall provide staff with adequate training in PE."

#	Item	Value	Coding Description
PE15: PE waiver requirements Addresses physical education waiver requirements (e.g., substituting physical education requirement with other activities)		0	Either of the following: <ul style="list-style-type: none"> Not mentioned Waivers for physical education are explicitly allowed in all instances Example: <ul style="list-style-type: none"> <i>“Unless otherwise exempted, all students will be required to engage in the physical education program.” (An exemption could include physical education waivers.)</i>
		1	Either of the following: <ul style="list-style-type: none"> Waivers for physical education are discouraged Waivers for physical education are prohibited with the exception of substituting physical activities (e.g., team sports) for physical education Example: <ul style="list-style-type: none"> <i>“Academic activities shall not take the place of physical education. However, students on the school’s sports teams may substitute participation for physical education credits.”</i>
		2	<ul style="list-style-type: none"> Prohibits substituting physical education with other activities, including physical activities. If waivers are prohibited with the exception of Individual(ized) Academic Plans (IAP) or Individual(ized) Education Plans (IEP), code as a “2” If the policy coding is grade level-specific, code as a “2” for the elementary level when the policy prohibits recess from taking the place of physical education

PE16: Annual health assessment Requires students to participate in an annual health assessment (e.g., fitness, fitnessgram,, or Body Mass Index [BMI], body composition) *See Coding Appendix 6 for additional clarification on Fitnessgram/BMI/body composition)		Note: This item refers to a district-wide, systematic assessment after which parents are typically notified about their child’s results	
		0	Either of the following <ul style="list-style-type: none"> Not mentioned Only mentions self-assessment for physical fitness
		1	Any of the following: <ul style="list-style-type: none"> Vague, suggested, and/or unclear how often Assessment is specific and required, but a positive approach to communicating results is not mentioned Fitnessgram-type of language without including reporting language (see Appendix for sample language) Annual health assessment is required, but only for certain grade levels Examples: <ul style="list-style-type: none"> <i>“...shall introduce developmentally appropriate components of Connecticut Physical Fitness Assessment.”</i> <i>“Schools will sponsor jointly w/the local health department the screening of students for vision, hearing, and height/weight/body mass index for age.”</i> <i>“During the months of Feb., March, or May, students in grades 5, 7, and 9 shall undergo the physical performance testing by the state BOE. Students shall be provided with their individual results after completing the physical performance testing.”</i>
2	Type of assessment is specified and required, assessment is annual, and a positive approach to communicating results is mentioned Examples: <ul style="list-style-type: none"> <i>“Confidential health reports will be sent directly to parents and will include additional resources.”</i> <i>“Physical education teachers will assist students in interpreting their personal attainments and compare them to national physical activity recommendations.”</i> 		

PE17: Free drinking water available in the gymnasium		0	Not mentioned
		1	Vague and/or suggested Example: <ul style="list-style-type: none"> <i>“Students and staff should have access to free, safe, and fresh drinking water in the gymnasium.”</i>
		2	Specific and required Example: <ul style="list-style-type: none"> <i>“Students and staff will have access to free, safe, and fresh drinking water in the gymnasium.”</i>

SECTION 5. PHYSICAL ACTIVITY

#	Item	Value	Coding Description
PA1: Federal Wellness – Goals for PA	Federal Wellness: Includes goals for physical activity that are designed to promote student wellness in a manner that the local education agency determines is appropriate Note: state coding – PA must be specific to Wellness Policy	0	Either of the following: <ul style="list-style-type: none"> Physical activity is not mentioned Policy clearly detracts from requirement
		1	Either of the following: <ul style="list-style-type: none"> Physical activity goal is implied Policy only repeats the language of the federal wellness requirement regarding physical activity Examples: <ul style="list-style-type: none"> <i>“The district is committed to physical activity.”</i> <i>“Includes goals for physical activity designed to promote student wellness in a manner that the local educational agency determines is appropriate.”</i> (and no physical activity goals are stated)
		2	Any physical activity goal is mentioned Example: <ul style="list-style-type: none"> <i>“Schools should provide regular physical activity.”</i>
PA2: PA for every grade level		0	Not mentioned Only mentions interscholastic/extracurricular activities as opportunities for PA.
		1	Either of the following: <ul style="list-style-type: none"> Suggested Mentions provision of physical activity to “students,” but it is unclear that each grade will receive physical activity outside of physical education Example: <ul style="list-style-type: none"> <i>“...provide adequate time for students to be engaged in physical activity, which includes physical education, recess, and co-curricular activities.”</i> <i>“Intramurals will be offered to students.”</i>
		2	Clear that each grade will receive physical activity outside of physical education Examples: <ul style="list-style-type: none"> <i>“Physical activity will be integrated across the curricula for all grades (K-12) and throughout the school day.”</i> <i>“All students will have opportunities, encouragement and support to engage in physical activity on a regular basis.”</i> <i>“All students shall have opportunities to be physically active on a regular basis.</i> <i>Opportunities for moderate to vigorous physical activity shall be provided through physical education, recess, school athletic programs, and extracurricular programs.”</i> <i>“Provide all students in grades k-5 with a daily recess period and provide all students in grades 6-12 with the opportunity to participate in intramural programs that emphasize physical activity”</i>
PA3: Amount of time for PA		0	Amount of time for PA is not mentioned
		1	Amount of time for PA throughout the SD is suggested/encouraged Example: <ul style="list-style-type: none"> <i>“Students should be given a minimum of 30 minutes/day for PA through PE classes, daily recess periods in ES, and the integration of PA into the academic curriculum.”</i>
		2	Requires specific amount of time for PA Example: <ul style="list-style-type: none"> <i>“Students in K-5 will receive a minimum of 30 minutes daily of PA including recess and/or physical education.”</i>
PA3a: Minutes of PA			_____ minutes (circle day or week w/ red pencil) Note: ONLY COMPLETE If amount of time is specified in PA3=1 or PA3=2; otherwise leave it blank.
PA3b: Definition of PA included PE			The definition of PA produced in PA3 includes PE? yes/no (circle yes/no w/ red pencil) Example: <i>“PA will be included in a school’s daily education program. PA will include regular instructional PE as well as co-curricular activities and recess.”</i>
PA3c: Definition of PA includes recess (ES only)			The definition of PA produced in PA3 includes recess? yes/no (circle yes/no w/ red pencil) Example: <i>“PA will be included in a school’s daily education program. PA will include regular instructional PE as well as co-curricular activities and recess.”</i>

#	Item	Value	Coding Description
PA4: PA throughout the day*	Regular physical activity opportunities are provided throughout the day (NOT including recess) *See Appendix 5 for additional clarification.	0	<p>Any of the following:</p> <ul style="list-style-type: none"> Not mentioned Only addresses physical activity before or after school Only addresses physical activity breaks relative to testing periods <p>Examples:</p> <ul style="list-style-type: none"> "Students will be given opportunities for PA on a regular/daily basis." Opportunities for PA shall be provided through before and after school programs and extracurricular/interscholastic activities and programs." "When mandatory school-wide testing makes it necessary for students to be inactive for extended periods of time, schools will give students periodic breaks to stand and be moderately active".
		1	<p>Either of the following:</p> <ul style="list-style-type: none"> Vague and/or suggested Addresses PA for all students in the classroom setting w/o addressing frequency <p>Examples:</p> <ul style="list-style-type: none"> "All students will have opportunities, encouragement and support to engage in physical activity on a regular basis." "Classrooms shall incorporate, where possible, appropriate, short breaks that include physical movement." "The district will encourage teachers to integrate PA into the curriculum where appropriate." "PA will be integrated into the classroom setting." (into the classroom setting is vague and does not specify throughout the school day) "Students do not have periods of two or more hours of inactivity."
		2	<p>Either of the following:</p> <ul style="list-style-type: none"> Regular physical activity throughout the day is required Policy requires training for teachers on activities that incorporate physical activity throughout the day <p>Examples:</p> <ul style="list-style-type: none"> "Physical activity opportunities shall be offered daily during the school day." "Shall provide Take 10! training to all teachers." "All students will have opportunities, encouragement and support to engage in physical activity throughout the school day/on a daily basis." "For students to receive the nationally recommended 60 minutes of daily PA and for students to fully embrace PA as a personal behavior, students need opportunities for PA beyond PE classes. Toward that end: opportunities for PA will be incorporated into other subject areas." "Students shall be provided physical activity breaks throughout the school day."
PA5: Community use of facilities for PA	The school facilities are available for physical activity outside of the school day	0	Not mentioned
		1	<p>Availability of school facilities for physical activity is suggested</p> <p>Examples:</p> <ul style="list-style-type: none"> "The district should allow community-based organizations to use facilities outside school hours." "The district shall encourage community access to and student use of the school's PA facilities outside the school day."
		2	<p>Either of the following:</p> <ul style="list-style-type: none"> States effort to promote the use of facilities Ensures that facilities will be available <p>Examples:</p> <ul style="list-style-type: none"> "The district shall promote the use of school facilities outside of school hours for physical activity programs offered by community-based organizations." "Schools shall provide an environment that includes school facilities that support PA/PE...schools shall also provide an environment that enforces...shared/joint use agreements."
PA6: Safe active routes to school		0	Not mentioned
		1	<p>Vague and/or suggested</p> <p>Example:</p> <ul style="list-style-type: none"> "The school district may consider programs such as promoting safe and walkable routes to school."
		2	<p>Ensures effort to promote safe active routes to school (e.g., by seeking funding, working with local transit, organizing walking school bus, or ensuring safe walking paths)</p> <p>Example:</p> <ul style="list-style-type: none"> "Each school is responsible for working with community groups to facilitate and promote walking and biking to school by students and staff using safe routes and safe practices."

#	Item	Value	Coding Description
PA7: Not using PA as punishment	Addresses not using physical activity (extra or restricted) as punishment	0	Not mentioned
		1	Discouraged Example: <ul style="list-style-type: none"> “Students should not be pulled out of physical education for any other content area instruction or punishment.”
		2	Prohibited. Prohibition with exceptions for Individual(ized) Academic Plans (IAP) or Individual(ized) Education Plans (IEP) qualifies for a “2” Example: <ul style="list-style-type: none"> “Staff members shall not deny participation in recess or other physical activity opportunities as a form of discipline or punishment unless the safety of students is in question.”
PA8: Recess frequency or amount for ES (daily)	Addresses daily recess in elementary school	0	Either of the following: <ul style="list-style-type: none"> Not mentioned Less than daily recess specified
		1	Either of the following: <ul style="list-style-type: none"> Daily recess frequency suggested Recess is included in a list of possible activities where a frequency is specified (i.e., “daily”) Examples: <ul style="list-style-type: none"> “Students will be given opportunities...to be physically active through developmentally appropriate daily activities such as recess, PE, etc...” “Supervised recess time should be provided to all students within each school day at all elementary schools.”
		2	Specific and required daily recess Examples: <ul style="list-style-type: none"> “All elementary school students shall have daily recess...” “Elementary students in grades 1 through 6 will be provided a time for supervised, outdoor recess daily, weather permitting.” “Students will be given opportunities to be physically active during the SD through daily recess, PE classes, and integration of PA into the classroom.”
PA9: Recess frequency (less than daily) for ES	Addresses recess frequency or amount (less than daily) in elementary school	0	Either of the following: <ul style="list-style-type: none"> Not mentioned Daily recess specified
		1	Either of the following: <ul style="list-style-type: none"> Frequency of recess is vague and/or suggested Recess is included in a list of possible activities where a frequency is specified but less than daily Examples: <ul style="list-style-type: none"> “Students will be given opportunities...to be physically active through developmentally appropriate activities such as recess, PE, etc...” “Supervised recess time should be provided to all students at all elementary schools.” “The board recommends that physical education or recess be schedule before lunch whenever possible.” “Students will be given opportunities to be physically active during the SD through recess, PE classes, or integration of PA into the classroom.”
		2	Specific and required recess but less than daily Examples: <ul style="list-style-type: none"> “All elementary school students shall have recess...” “Elementary students in grades 1 through 6 will be provided a time for supervised, outdoor recess, weather permitting.” “Students will be given opportunities to be physically active during the SD through recess, PE classes, and integration of PA into the classroom.”
PA8a: Minutes for recess for ES			_____ minutes (circle day or week w/ red pencil) Note: If PA8 or PA9=1 or 2, fill in # of minutes specified for recess. If # minutes is not addressed, leave blank.

#	Item	Value	Coding Description
PA10: PA before/after school (excluding intra/extramural)		0	Not mentioned or only mentions intramural/extramural/interscholastic PA opportunities
		1	PA opportunities before and/or after school vague and/or suggested Example: <ul style="list-style-type: none"> “Schools should work with recreation agencies and other community organizations to coordinate and enhance opportunities available to students and staff for physical activity during their out-of-school time.”
		2	Specific and required opportunities for PA before and/or after school (e.g., school affiliated programs such as YMCA, park district, child-care centers). Example: <ul style="list-style-type: none"> “Schools shall work with recreation agencies and other community organizations to coordinate and enhance opportunities available to students and staff for physical activity during their out-of-school time.”
PA11s: Laws authorizing joint use of recreational facilities Laws authorizing school districts to open recreational facilities to the public/community organizations (state only)		0	Not mentioned
		1	Authorizing school districts to open recreational facilities to the public/community organizations Example: <ul style="list-style-type: none"> “The governing board may operate school buildings and grounds for the purpose of providing a public play and recreation center.”
		2	Authoring and requiring school districts to open recreational facilities to the public/community organizations. Examples: <ul style="list-style-type: none"> “If written application is made to the county superintendent, the county board shall provide for the use of a public school facility for recreational purposes.” “The board of education of any city, exempted village, or local school district shall, upon request and the payment of a reasonable fee, subject to such regulation as is adopted by such board, permit the use of any schoolhouse and rooms therein and the grounds and other property under its control, when not in actual use for school purposes, for any of the following purposes including recreation.” “As used in this section, "civic center" means a public school building or ground that is established and maintained as a limited public forum to district residents for supervised recreational activities and meetings. Except as provided in Subsection (3), all public school buildings and grounds shall be civic centers. The use of school property for a civic center purpose: may not interfere with a school function or purpose; and is considered a permit for governmental immunity purposes for a governmental entity under Subsection 63G-7-301(5)(c).”

SECTION 6. STAFF PA/WELLNESS/MODELING

#	Item	Value	Coding Description
ST1: PA for school staff	Includes physical activity opportunities for school staff	0	Either of the following: <ul style="list-style-type: none"> Not mentioned Training for teachers in PA to promote enjoyable lifelong PA for themselves and students
		1	Provision is suggested Examples: <ul style="list-style-type: none"> "...should promote periodic and ongoing programs to increase the activity choices for faculty and staff." "School district will encourage school staff to participate in PA..." "The district desires to provide a comprehensive program promoting healthy eating and PA for district students and staff." "...may include fitness activities for staff..." The Superintendent or designee shall promote and may provide opportunities for regular physical activity among employees."
		2	Provision is required
ST2: Staff wellness programs	Includes staff wellness programs specifically addressing the health of staff	0	Note: The focus of this variable is on staff wellness generally so the policy does not have to address both nutrition education and PA to get credit; either one will suffice for credit. <ul style="list-style-type: none"> Not mentioned If policy encourages staff health but does not offer any programs or education Example: <ul style="list-style-type: none"> "School staff will be encouraged to improve their own health and wellness in relation to nutrition and physical activity."
		1	Program suggested or suggestion of staff wellness council/committee Examples: <ul style="list-style-type: none"> "...will promote periodic and ongoing programs to increase nutritional knowledge and activity for faculty and staff." "...the school district highly values the health and well being of staff members with plans and policies that support personal efforts by staff to maintain a healthy lifestyle." "Employee wellness education and involvement will be promoted at suitable school activities." "The district desires to provide a comprehensive program promoting healthy eating and PA for district students and staff."
		2	Program required Examples: <ul style="list-style-type: none"> "Presentations on nutrition will be provided to staff." "Activity programs will be available for staff, and gym memberships will be subsidized." "Health and wellness classes will be offered to staff."
ST3: Staff to role model	Encourages staff to role model healthy behaviors	0	Not mentioned
		1	Suggested that staff be encouraged to model healthy behavior Examples: <ul style="list-style-type: none"> "Each school in the district should encourage staff to model..." "It will be necessary for not only the staff, but also the parents and the public to be involved in a community-wide effort to promote, support, and model such healthy eating behaviors."
		2	Required that staff shall be encouraged to model healthy behavior Example: <ul style="list-style-type: none"> "Staff will be encouraged to model health eating and physical activity as a valuable part of daily life."

SECTION 7. STAKEHOLDER INVOLVEMENT/FEEDBACK

#	Item	Value	Coding Description
			Note: This should have happened in the past because it deals exclusively with policy DEVELOPMENT; however since language may not have been updated, code future orientation (i.e., “shall form a committee”) the same as present orientation.
		0	<ul style="list-style-type: none"> Neither the policy nor supporting documentation specifies who was on policy development team or only specifies who shall be involved in revising the policy, monitoring implementation, or developing additional policies Participating in the wellness planning process mentioned in the policy does not count for this item
		1	<ul style="list-style-type: none"> Policy (or supporting documentation) specifies who was on policy development team, but not all required groups were represented Even if only one of the stakeholder categories is missing, code as a “1” <p>Examples:</p> <ul style="list-style-type: none"> “Superintendent or designee will invite suggestions and comments concerning the development, implementation, and improvement of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the community.” “The School Board encourages parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the community.”
	<p>CP1: Federal Wellness – Stakeholders involved in development of WP</p> <p>Federal Wellness: Involve parents, students, school food authority, the school board, school administrators, school health professionals, teachers of physical education and the public in the development of the school wellness policy</p> <p>*level 3 coding added SY2014-2015</p>	2	<p>Meets the criterion for 6 stakeholders as originally required in WP by virtue of the CNR of 2004, must include parents, students, school health professionals, school board and school administrators to get level 2 coding although other stakeholders may be present.</p> <p>Any of the following:</p> <ul style="list-style-type: none"> Policy (or supporting documentation) specifies who was on policy development team and includes <ul style="list-style-type: none"> Parents Students School Food Authority School Board School administrators Public Names of individuals are listed on the cover of the WP and it clearly states that these individuals were involved with development of the WP and all required groups are represented The WP states that the Board adopted the policy and indicates that all required participants are involved in developing the district wellness plan (implementation regulations) <p>Examples:</p> <ul style="list-style-type: none"> “The school district will engage students, parents, administrators, food service professionals, school board, and other interested community members in <u>developing</u>, implementing, monitoring, reviewing, and revising district nutrition and PA policies.”
		3	<p>Expands the list of stakeholders to include the School Food Authority and Teachers of Physical Education as required by the HHFKA of 2010.</p> <p>Any of the following:</p> <ul style="list-style-type: none"> Policy (or supporting documentation) specifies who was on policy development team, and all 8 required groups were represented <ul style="list-style-type: none"> Parents Students School Food Authority School Board School administrators Public School Health Professionals Teachers of Physical Education Names of individuals are listed on the cover of the WP and it clearly states that these individuals were involved with development of the WP and all required groups are represented The WP states that the Board adopted the policy and indicates that all required participants are involved in developing the district wellness plan (implementation regulations) <p>Examples:</p> <ul style="list-style-type: none"> “The school district will engage students, parents, administrators, food service professionals, <u>PE teachers, school health professionals</u>, school board, and other interested community members in <u>developing</u>, implementing, monitoring, reviewing, and revising district nutrition and PA policies.” “A district-wide wellness advisory committee has been established for the purpose of assessing nutrition and PA environment throughout the district and is in compliance w/ current laws and regulations.” (and all required groups are listed)

#	Item	Value	Coding Description
		0	Not mentioned
		1	<p>Specific methods suggested</p> <p>Example:</p> <ul style="list-style-type: none"> “The Superintendent or designee shall recommend for Board approval specific quality indicators...to measure implementation. These measures shall include feedback from food service personnel, school administrators, the school health council, parents/guardians, students and other appropriate persons.”
	<p>CP2: Methods to solicit input</p> <p>Addresses methods to solicit or encourage input from stakeholder groups (e.g. two way sharing)</p>	2	<p>Required to solicit input from stakeholders, and specific methods are named</p> <p>Examples:</p> <ul style="list-style-type: none"> “Students will be given the opportunity to provide input on local, cultural, and favorite ethnic foods.” “The school will consider student needs in planning for a healthy school nutrition environment. Students will be asked for input and feedback through the use of student surveys and attention will be given to their comments.” “Shall provide periodic food promotions to encourage taste testing of healthy new foods being introduced on the menu.” “The food service director will be available to speak with parents during open house.” “The school food service program shall involve students, parents in the selection of competitive food items to be sold in the schools.” “Food services will provide families opportunities for input and monitoring of their children’s food purchases at the K-8 level.” “Student satisfaction surveys will be completed to assess satisfaction with meal service in the cafeteria.”

		0	Not mentioned
		1	<p>Any of the following:</p> <ul style="list-style-type: none"> Methods are vague Specific methods are mentioned but not required Specific methods are mentioned but it is unclear if school will engage parents or community <p>Examples:</p> <ul style="list-style-type: none"> “Nutrition information should be provided to parents and staff through newsletters, publications, health fairs, and other activities...” “Nutrition education may be provided in the form of handouts, the school website, articles and information provided in district or school newsletters, presentations that focus on nutrition and healthy lifestyles, a communication sent home, and through any other appropriate means available to reach parents.” (See NOTE in “2” coding below.)
	<p>CP3: How to engage parents/community</p> <p>Specifies how district will engage parents or community to meet district wellness goals (e.g., through website, email, parent conferences, or events)</p>	2	<ul style="list-style-type: none"> Clear that the district or schools will engage parents or community, and specific methods are listed Even if it is unclear that each method listed will be used, as long as engaging parents or community is required, code as a “2” <p>Example:</p> <ul style="list-style-type: none"> “Nutrition education will be provided to parents. Nutrition education may be provided in the form of handouts, the school website, articles and information provided in district or school newsletters, presentations that focus on nutrition and healthy lifestyles, a communication sent home, and through any other appropriate means available to reach parents.” (NOTE: It is the combination of the two sentences that warrant the “2” coding. The second sentence by itself would only warrant a “1” coding). “A list of recommended party foods will be broadly distributed to parents.”

#	Item	Value	Coding Description
<p>CP4: Stakeholders involved in review/evaluation of WP</p> <p>Involve parents, students, representatives of the school food authority, the school board, school administrators, school health professionals, teachers of physical education and the public in the periodic review/evaluation of the school wellness policy Key Words: Review, Assess, Evaluate.</p> <p>*level 3 coding added SY2014-2015</p>		0	Only specifies which stakeholders were involved with development, and does not mention who is involved with periodic review of the wellness policy.
		1	<ul style="list-style-type: none"> Policy (or supporting documentation) specifies who is involved with periodic review of the wellness policy, but not all required groups are represented Even if only one of the stakeholder categories is missing, code as a "1" <p>Example:</p> <ul style="list-style-type: none"> <i>"The council may examine related research laws, assess student needs and current school environment, review existing board policies and administrative regulations, collaborate with appropriate community agencies and organizations, and help raise awareness about student health issues."</i>
		2	<ul style="list-style-type: none"> Meets the criterion for 6 stakeholders as originally required in WP by virtue of the CNR of 2004, must include parents, students, school health professionals, school board and school administrators to get level 2 coding although other stakeholders may be present. Policy (or supporting documentation) specifies who is involved with periodic review of the policy and includes: <ul style="list-style-type: none"> Parents Students School Food Authority School Board School administrators Public <p>Example:</p> <ul style="list-style-type: none"> <i>"The school district will engage students, parents, administrators, food service professionals, school board, and other interested community members in developing, implementing, monitoring, reviewing, and revising district nutrition and PA policies."</i>
		3	<ul style="list-style-type: none"> Expands the list of stakeholders to include the School Food Authority and Teachers of Physical Education as required by the HHFKA of 2010. Policy (or supporting documentation) specifies who is involved with periodic review of the policy, and all 8 required groups are represented <ul style="list-style-type: none"> Parents Students School Food Authority School Board School administrators Public School Health Professionals Teachers of Physical Education <p>Example:</p> <ul style="list-style-type: none"> <i>"The school district will engage students, parents, administrators, food service professionals, teachers of physical education, school health professionals, school board, and other interested community members in developing, implementing, monitoring, reviewing, and revising district nutrition and PA policies."</i>

#	Item	Value	Coding Description
<p>CP5: Stakeholders involved in update of WP</p> <p>Involve parents, students, representatives of the school food authority, the school board, school administrators, school health professionals, teachers of physical education and the public in the <u>update/revision</u> of the school wellness policy Key Words: Make changes to, Update, Improve, Adjust, Revise, Will make recommendations to</p> <p>*level 3 coding added SY2014-2015</p>	0		Only specifies which stakeholders were involved with development, and does not mention who is involved with updating the wellness policy
	1		<ul style="list-style-type: none"> Policy (or supporting documentation) specifies who is involved with update/revision of the policy, but not all required groups are represented Even if only one of the stakeholder categories is missing, code as a "1"
	2		<ul style="list-style-type: none"> Meets the criterion for <u>6</u> stakeholders as originally required in WP by virtue of the CNR of 2004, must include parents, students, school health professionals, school board and school administrators to get level 2 coding although other stakeholders may be present. Policy (or supporting documentation) specifies who is involved with update/revision of the policy and includes: <ul style="list-style-type: none"> Parents Students School Food Authority School Board School administrators Public <p>Example:</p> <ul style="list-style-type: none"> <i>"The school district will engage students, parents, administrators, food service professionals, school board, and other interested community members in developing, implementing, monitoring, reviewing, and revising district nutrition and PA policies."</i>
	3		<ul style="list-style-type: none"> Expands the list of stakeholders to include the School Food Authority and Teachers of Physical Education as required by the HHFKA of 2010. Policy (or supporting documentation) specifies who is involved with update/revision of the policy and all <u>8</u> required groups are represented <ul style="list-style-type: none"> Parents Students School Food Authority School Board School administrators Public School Health Professionals Teachers of Physical Education <p>Example:</p> <ul style="list-style-type: none"> <i>"The school district will engage students, parents, administrators, food service professionals, teachers of physical education, school health professionals, school board, and other interested community members in developing, implementing, monitoring, reviewing, and revising district nutrition and PA policies."</i>

SECTION 8. MESSAGING, MARKETING, & PROMOTION

#	Item	Value	Coding Description
MP1: CDC Whole School, Whole Community, Whole Child (WSCC) REVISED Specifies district using CDC's Whole School, Whole Community, Whole Child (WSCC) *level 3 coding added SY2014-2015		0	Any of the following: <ul style="list-style-type: none"> Not mentioned Components of the model are included in the policy but there is no mention of WSCC or Coordinated School Health Program (CSHP) by name
		1	Mentions that district is considering use or working towards WSCC OR "coordinated school health" Example: <ul style="list-style-type: none"> "We will strive toward integrating nutrition into a coordinated school health approach."
		2	Includes language to institutionalize a coordinated school health model Examples: <ul style="list-style-type: none"> "Schools will link nutrition education activities with the coordinated school health program." "The coordinated school health council will develop, monitor, and implement administrative guidelines and improvement plans in the following eight areas (lists 8 CSHP areas)."
		3	Includes language to institutionalize the Whole School, Whole Community, Whole Child model Example: <ul style="list-style-type: none"> "The Department of Education will work with the Department of Health and Hospitals, the Medicaid managed care plans, and representatives of the Whole Child Initiative to work together to develop a plan to implement the Whole School, Whole Community, Whole Child model developed by the United States Centers for Disease Control and Prevention."
MP2: Marketing healthy choices Specifies marketing (including social marketing/PSAs) to promote healthy choices/strategies to encourage healthy choices		0	Any of the following: <ul style="list-style-type: none"> Not mentioned Indication that food and beverages sold by the food service program must be sold at "reasonable prices" Only addresses restricting marketing of unhealthy choices MP2 (CP89) The food service staff will coordinate the promotion of nutrition messages in the cafeteria, the classroom, and other appropriate settings
		1	Vague and/or suggested Examples: <ul style="list-style-type: none"> "It is recommended that organizations operating concessions at school functions market healthy food choices at a lower profit margin to encourage student selection." "Nutrition education materials, such as the Food Guide Pyramid, will be displayed where appropriate." Or "..., will be displayed in the cafeteria." "Healthy food options should be comparably priced." "Nutrition education will be conducted in the cafeteria through posters, campaigns, etc." "A public awareness campaign that highlights research demonstrating the positive relationship between good nutrition and physical activity..."
		2	Specific (posters, pricing structures, etc.) and required Examples: <ul style="list-style-type: none"> "Schools shall label/mark healthy food items available so students know which are healthy items." "Snacks and beverages that meet the nutritional parameters for Balanced Choices are prominently identified with the signature Balanced Choices icon on menu signs and serving lines, in snack bars, and in vending machines. Balanced Choices snack and beverage signage is placed at eye-level as a strategy to encourage students to choose these items." "The healthiest choices, such as salads and fruit, will be prominently displayed in the cafeterias to encourage students to make healthy choices." "Healthy food options will be comparably priced."

Section 8. Messaging, Marketing, & Promotion

#	Item	Value	Coding Description
	<p>MP3: Restricted marketing</p> <p>Specifies restricting marketing/ advertising of unhealthful choices</p>	0	<p>Not mentioned or policy only addresses marketing of healthy choices</p> <p>Example:</p> <ul style="list-style-type: none"> • "Advertising associated with product and vending shall be limited to signage on equipment, paper cups, and a banner at booster sale locations."
		1	<p>Restrictions are suggested, time- or location-specific, subject to principal's discretion, or weakened by other exceptions</p> <p>Examples:</p> <ul style="list-style-type: none"> • "Display and advertising of FMNVs is strongly discouraged on school grounds." • "School-based marketing will follow district nutrition standards." (the standards are not detailed) • "...requires food service providers to be sensitive to the nutrition environment when displaying logos/trademarks on school grounds by encouraging healthy eating."
		2	<p>Required</p> <p>Examples:</p> <ul style="list-style-type: none"> • "Education materials shall be free of brands and illustrations of unhealthful foods." • "Soft drink logos are not allowed on school materials or school property." • "No vending machine front may display any product that does not contain fruit juice or water." • "School-based marketing will be limited to the promotion of healthy items." • "School-based marketing shall be consistent with the district's nutrition standards." (the standards are clearly specified) • "Competitive food sales and marketing will be consistent with nutrition education and health promotion."

SECTION 9. EVALUATION

#	Item	Value	Coding Description
E1: Federal Wellness – Measuring implementation	Federal Wellness: Establish a plan for measuring implementation of the local wellness policy, including designation of one or more persons within the local educational agency or at each school, as appropriate, charged with operational responsibility for ensuring that the school meets the local wellness policy	0	Not mentioned
		1	<p>Any of the following:</p> <ul style="list-style-type: none"> • A plan is implied • Describes a plan but does not designate one or more persons charged with ensuring compliance • Describes a plan, but the person or group responsible for compliance is vague (e.g., “the school,” “school officials,” or “the district”) • Only repeats the language of the federal wellness requirement regarding a plan for measuring implementation
		2	<p>Describes a plan and designates >=1 person(s) charged with ensuring compliance</p> <p>Examples:</p> <ul style="list-style-type: none"> • “A district-wide Wellness Committee shall be established for the purpose of monitoring the implementation of the district’s Wellness Policy and its nutrition and physical activity components through the Superintendent or his/her designee.” • “The Superintendent or designee shall ensure compliance with established district wide nutrition and physical activity policies. In each school, the building administrator or designee shall ensure compliance with those policies in his or her school.” • “The superintendent shall oversee the implementation of this policy and shall develop administrative procedures for periodically measuring the implementation of the wellness policy.” • “The school district will form a wellness committee comprised of...to oversee development, implementation, monitoring, and reviewing of district-wide nutrition and PA policies.” • “The superintendent or designee shall provide periodic implementation data and/or reports to the board concerning this policy’s implementation sufficient to allow the Board to monitor and adjust the policy.”
E2: Plan for implementation	Addresses a plan for policy implementation, including a person or group responsible (initial or ongoing)	0	Not mentioned
		1	<p>Either of the following:</p> <ul style="list-style-type: none"> • Identifies having or developing a plan without strong language or without identifying a person or group responsible • Identifies a plan, but the person or group responsible is vague (e.g., “the school,” “school officials,” or “the district”) <p>Example:</p> <ul style="list-style-type: none"> • “The district will strive to implement the policy by...”
		2	<p>Either of the following:</p> <ul style="list-style-type: none"> • Uses strong language, identifies having or developing a plan for implementation and identifies a person or group responsible • Policy mentions a plan for implementation of specific activities, such as, “the principal shall ensure that vending machines are in compliance with district standards <p>Examples:</p> <ul style="list-style-type: none"> • “The Superintendent or designee shall ensure compliance with established district wide nutrition and physical activity policies. In each school, the building administrator or designee shall ensure compliance...” • “The superintendent shall oversee the implementation of this policy and shall develop administrative procedures for periodically measuring the implementation of the wellness policy.” • “The school district will form a wellness committee...to oversee development, implementation, monitoring, and reviewing of district-wide nutrition/PA policies.” • “The superintendent or designee shall provide periodic implementation data and/or reports to the board concerning this policy’s implementation sufficient to allow the Board to monitor and adjust the policy.”

#	Item	Value	Coding Description
E3: Ongoing health advisory committee	Establishes a health advisory committee or school health council that is ongoing beyond policy development *See Coding Appendix 6 for additional clarification	0	Not mentioned or only involved in WP development. Example: <ul style="list-style-type: none"> "The District shall develop nutrition guidelines and wellness goals in consultation with the local school health advisory council and with involvement from representatives of the student body, school food service, school administration, the Board, parents and the public."
		1	Suggested and/or not clear that the committee will be ongoing Example: <ul style="list-style-type: none"> "A wellness policy committee will be formed in district XYZ."
		2	Committee is required and clearly ongoing Examples: <ul style="list-style-type: none"> "The Nutrition and Physical Activity Advisory Council shall include stakeholders) and shall meet a minimum of two times annually to monitor and evaluate the implementation of the policy." <p>"Review of this policy shall occur every 5 years, by a committee appointed by the Board, consisting of representative(s) of the Board, the administration, the food service provider, the parents, the students, and the public. The committee shall provide the Board with any recommended changes to the policy."</p> <p>"The health advisory committee is responsible for implementation, evaluation and revisions of the wellness policy"</p> <p>"The health advisory committee will meet periodically to review, assess and revise the wellness policy."</p>

E4_new: BMI	Body Mass Index (BMI)/body composition/measurement *See Coding Appendix 6 for additional clarification on Fitnessgram/BMI/body composition	0	Either of the following: <ul style="list-style-type: none"> Not mentioned Health assessment/screening not specific to BMI Only assesses height/weight without calculating BMI Example: <ul style="list-style-type: none"> "Statue requires the County Health Dept. w/ the School District Board to develop a plan that includes provisions for Growth and Development Screening."
		1	Either of the following: <ul style="list-style-type: none"> BMI/body composition/fitnessgram assessment suggested/encouraged (not required) with or without parental reporting Body composition assessment required (but does not specify BMI)
		2	Either of the following: <ul style="list-style-type: none"> BMI/body composition/fitnessgram assessment required for some but not all grades within the grade range (e.g., ES, MS, or HS) with or without parental reporting Example: <ul style="list-style-type: none"> "Schools will sponsor jointly w/the local health department the screening of students for vision, hearing, and height/weight/body mass index for age."
		3	BMI/body composition/fitnessgram assessment required for all grades but <u>no</u> parental reporting required
		4	BMI/body composition/fitnessgram assessment required for all grades with parental reporting required

#	Item	Value	Coding Description
E5: Plan for evaluation Addresses a plan for policy evaluation, including a person/group responsible for tracking outcomes Key Words: Assess, Evaluate, Measure	0	<p>Any of the following:</p> <ul style="list-style-type: none"> Not mentioned Implementation language mentions “monitor” or “review” without suggesting some type of assessment or evaluation 	
	1	<p>Either of the following:</p> <ul style="list-style-type: none"> Some kind of pre-post assessment is implied An evaluation plan is required, but the person or group responsible is vague (e.g., “the school,” “school officials,” or “the district”) <p>Examples:</p> <ul style="list-style-type: none"> <i>“The district shall conduct an assessment of the health and fitness policy.”</i> <i>“The superintendent shall measure how well this policy is being implemented, managed, and enforced.”</i> In the section on adopting/implementing health and PE curriculum, the following statement was included: <i>“Evaluation procedures will utilize classroom-based assessment strategies...”</i> 	
	2	<p>ALL of the following:</p> <ul style="list-style-type: none"> An evaluation plan is required A person/group responsible for tracking evaluation is identified Specific outcomes to be measured are stated (i.e., health impact, fiscal impact, student learning, School Health Index) <p>Example:</p> <ul style="list-style-type: none"> <i>“The Advisory Council shall meet at least annually to review nutrition and physical activity policies, evidence on student health impact, and effective programs and program elements.”</i> 	
E6: Audience and frequency of a report Addresses the audience and frequency of a report on compliance and/or evaluation.	0	Not mentioned	
	1	Some kind of report on compliance or evaluation is implied	
	2	<p>ALL of the following:</p> <ul style="list-style-type: none"> Reporting on compliance or evaluation is required Specific items are stated (e.g., compliance with nutrition guidelines, listing of activities and programs conducted to promote nutrition and physical activity, recommendations for policy and/or program revisions, feedback received from stakeholders) It is clear that a report will be made to a specific audience (e.g., board of education, administration, Parent Teacher Association [PTA] / Parent Teacher Organization [PTO], and the public) Frequency of reporting is stated <p>Example:</p> <ul style="list-style-type: none"> <i>“The advisory council shall prepare a report annually for the Superintendent evaluating the implementation of the policy and regulations and include any recommended changes or revisions.”</i> 	
E7n: Triennial assessment of WP If E11 has a frequency filled in this will be coded as well.	0	Not mentioned	
	1	Vague and/or suggested An assessment is required but the frequency is less than triennial	
	2	<p>A triennial or more frequent assessment of the WP is required.</p> <p>Example:</p> <ul style="list-style-type: none"> <i>““The Wellness Advisory Council shall meet at least annually to review nutrition and physical activity policies, evidence on student health impact, and effective programs and program elements. The superintendent or designee, in collaboration with the Wellness Advisory Council, shall conduct assessment every three years.”</i> 	

#	Item	Value	Coding Description
E8: Plan for revising the policy Key Words: Make changes to, update, revise		0	Either of the following: <ul style="list-style-type: none"> Not mentioned Implementation language mentions “monitor” or “review” without suggesting some type of revision or review for the purpose of revising the policy
		1	Either of the following: <ul style="list-style-type: none"> Future orientation in making a decision to revise Revision is mentioned, but it is unclear if it refers to the policy Key words: improve, adjust, will make recommendations to Examples: <ul style="list-style-type: none"> “...may meet to discuss revisions to policy.” “...may suggest changes.” “...shall implement program changes.” “...it is the goal of the district to review the policy to make necessary changes, as appropriate...”
		2	Discusses revision to policy in any way by any person or group Examples: <ul style="list-style-type: none"> “...will meet to discuss revisions to policy.” “The policy shall be revised as necessary.” “...the school district will engage...in developing, implementing, monitoring, reviewing, and revising district nutrition and physical activity policies.”

E9: Reporting Frequency	NA	Not Applicable – use this when E6=0
	NS	Not Specified—use this when E6=1 or 2 but frequency not specified
	Fill in the Blank: How often/frequent is reporting on policy implementation/compliance supposed to occur? Notes on this item: <ul style="list-style-type: none"> If frequency is mentioned for multiple reports, default to the generalized report Give credit for weak language if frequency is mentioned Examples: Annual <ul style="list-style-type: none"> “Wellness Program coordinators will report to the board annually.” “The Superintendent will be responsible for reporting to the Board on an annual basis the progress of the School District in implementing this policy.” Triennial <ul style="list-style-type: none"> “The Superintendent or designee will develop a summary report every three years on district-wide compliance with the district’s established nutrition and physical activity wellness policies. That report will be provided to the school board.” 	

E10: Update Frequency	NA	Not Applicable – use this when E8=0
	NS	Not Specified—use this when E8=1 or 2 but frequency not specified
	Fill in the Blank: How often is the policy scheduled to be reviewed for changes/updates? Notes on this item: <ul style="list-style-type: none"> Give credit for recommended revisions that have specific frequency. No credit if meet annually to review implementation No credit for assessing compliance Examples: Annual <ul style="list-style-type: none"> “The HR Director is responsible for implementation of the wellness policy and will recommend policy changes as necessary. The wellness program coordinators will meet annually, or as necessary, to review Missouri Eat Smart Guidelines.” “An ongoing school health advisory council will review the wellness policies on a yearly basis. They will make suggestions to the board for approval changes to policies.” Biannual <ul style="list-style-type: none"> “The committee will meet 2 times a year to review the policy. This will include assessing the school using the Healthy School Index.” Triennial <ul style="list-style-type: none"> “The district will conduct an assessment of the school’s existing nutrition and physical activity policies. Assessments will be repeated every three years to help review policy compliance, assess progress, and determine areas in need of improvement.” 	

<p>E11: Evaluation/implementation Review Frequency</p> <p>If this variable is coded with a frequency, E7 will also be coded.</p>	NA	Not Applicable – use this when E5=0
	NS	Not Specified—use this when E5=1 or 2 but frequency not specified
	<p>Fill in the blank: How often is a review/assessment/evaluation of implementation/compliance scheduled to occur? Examples: Biannual</p> <ul style="list-style-type: none"> “The committee will meet 2 times a year to review the policy. This will include assessing the school using the Healthy School Index.” <p>Triennial</p> <ul style="list-style-type: none"> “Assessments can be repeated at least every 3 years to help review policy compliance, assess progress, and determine areas of improvement. The district will, as necessary, review the Local Wellness Policy and develop work plans to facilitate its implementation.” “The district will conduct an assessment of the school’s existing nutrition and physical activity policies. Assessments will be repeated every three years to help review policy compliance, assess progress, and determine areas in need of improvement.” 	

<p>E12: Requires district to report to the state</p>	0	Does not address district reporting to the state
	1	Encourages district to report to the state OR requires reporting to the state but does not specify what they are to report on Example: <ul style="list-style-type: none"> “...require that goals and objectives for nutrition and PA be incorporated into the annual school planning and reporting process.”
	2	Requires district to report to the state with a copy of the policy, implementation progress, compliance, evaluation results, etc. Examples: <ul style="list-style-type: none"> “Each school district shall submit to the DOE a copy of its school wellness policy. Each school district shall annually review its wellness policy...and provide a procedure for public input and revisions. Each school district shall send an updated copy of its wellness policy to the Dept. when a change or revision is made.” “Each local school administrative unit shall collect baseline data at the individual school level and report the baseline data to the Dept. of Public Instruction for Analysis. At minimum, the baseline data will include: minutes of PE, number of PE classes/week, BMI...” “Each school year, a school district board shall determine whether the school district is in compliance w/ the standards required by law [for food and beverages sold in school] and report the results of that determination to the DOE.”

<p>E13s: TA to district/LEA for wellness policy implementation</p> <p>*state level coding</p>	0	Not mentioned
	1	Encourages the state DOE to post on its website resources and other materials to facilitate development and implementation of school policy requirements Example: <ul style="list-style-type: none"> “The state DOE shall employ a health and PE coordinator who shall be responsible...to provide TA to public schools and school systems as needed.”
	2	Requires the state DOE to post on its website resources and other materials to facilitate development and implementation of school policy requirements Examples: <ul style="list-style-type: none"> “The [state] Nutrition and Physical Activity Advisory Committee will assist in the development of local policies...including, but not limited to the following...Assist with implementation of nutrition and physical activity standard development by the Committee..., integrate nutrition and PA into the overall curriculum.” “The DOE and Dept. of Workforce Education will provide TA in helping schools integrate health education curricula that will include the nutrition components.”

#	Item	Value	Coding Description
E14s: Monitor schools/LEA for compliance with state requirements *state level coding		0	Not mentioned
		1	Vague and/or suggested Example: <ul style="list-style-type: none"> “The DOE may monitor whether school districts are in compliance with the standards required by law [standards for food and beverages sold in school].”
		2	Requires state to monitor schools/LEA for compliance with state requirements Examples: <ul style="list-style-type: none"> “The statewide Health Advisory Council’s responsibilities will include monitoring and evaluating current PE and PA programs...” “All complaints received by state regarding competitive foods violations, regardless of source, will be forwarded to the local school food service supervisor for initial investigations.” “The PA coordinator shall present a state physical activity plan each year to the Governor’s Commission on Physical Fitness and Sports...” “Each sponsor’s implementation of the Free and Reduced Price Policy and the Model School Nutrition Policy shall be reviewed and evaluated by the Division on a continuing basis.”
E15s: Penalties for district failure to comply with nutrition guidelines *state level coding		0	Not mentioned
		1	Vague and/or suggested Example: <ul style="list-style-type: none"> “Federal and State child nutrition program funds may be withheld and/or fiscal action taken against sponsors found not in compliance w/ applicable Federal regulations and the Department’s Model School Nutrition Policy.”
		2	Requires penalties for district failure to comply with state requirements Example: <ul style="list-style-type: none"> “Any public school that violates min. nutritional standards for foods sold outside school lunch programs shall be subject to a penalty to be assessed by the commissioner of education.”
E16s: Corrective action plan for schools/LEA for non-compliance *state level coding		0	Not mentioned
		1	Vague and/or suggested
		2	Requires a corrective action plan for schools/LEA for non-compliance with state requirements Example: <ul style="list-style-type: none"> “A School district that the Superintendent finds to be noncompliant with the mandatory provisions of this article [Pupil Nutrition, Health, and Achievement Act] shall adopt and provide to the Sup., a corrective action plan that sets forth the actions taken by the school district...”
E17s: State evaluation and reporting required *state level coding		0	Not mentioned
		1	Vague and/or suggested
		2	Requires state evaluation and reporting by schools/LEA Examples: <ul style="list-style-type: none"> “The Department...shall annually report on progress in implementing the nutrition and PE standards to the ...[state legislature].” “The [state] taskforce shall report its evaluation of the effectiveness of school wellness policies to the General Assembly and the Governor...” “The DOE shall submit a written report to the Senate and House committees on education...regarding the status of health and physical education in the public elementary and secondary schools in the state, including findings and recommendations.”
E18s: Penalties for district failure to comply with state wellness-related laws Failure to comply with the Wellness Policy at large. *state level coding		0	Not mentioned
		1	Vague and/or suggested
		2	Requires penalties for district failure to comply with state wellness requirements

SECTION 10. REPORTING

#	Item	Value	Coding Description
R1: Public posting/access to WP on district website		0	Not mentioned
		1	Vague and/or suggested Example: <ul style="list-style-type: none"> “The district will ensure school and community awareness of this policy through various means, such as publication in District newsletters, website, and/or the District calendar.”
		2	Requires district to post its WP on its district website Example: <ul style="list-style-type: none"> “All public schools and public charter schools shall promote their local wellness policy to faculty, staff, parents, and students. A copy shall be posted on each school's website.”
R2: Public posting/access to WP non-website		0	Not mentioned
		1	Vague and/or suggested Examples: <ul style="list-style-type: none"> “The district will ensure school and community awareness of this policy through various means, [such as publication in District newsletters, website, and/or the District calendar.]” “The council may assist in the development of a plan for measuring and assessing the implementation of the policy and in developing methods to inform and update the public about the content and implementation of this policy.” “May assist in developing methods to inform and update the public about the content and implementation of the policy.”
		2	Requires district to post its WP (other than district website) Example: <ul style="list-style-type: none"> “Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas.”
R3: District reporting of WP to state		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report its WP to the state Example: <ul style="list-style-type: none"> “By September 1, 2006, each school district shall submit to the Department of Education a copy of its school wellness policy.”
R3s: State DOE/BOE posting district WP online* *state level coding		0	Not mentioned
		1	Vague and/or suggested
		2	Requires state DOE/BOE to post district wellness policies on its website
R4: Reporting to public		0	Not mentioned
		1	Encourages district to report to the public
		2	Requires district to report to the public
R5: Reporting to district		0	Not mentioned
		1	Encourages district to report to the district (e.g., board, superintendent)
		2	Requires district to report to the district (e.g., board, superintendent)
R6: Reporting to state		0	Not mentioned
		1	Encourages district to report to the state
		2	Requires district to report to the state
R7: Reporting to other/NS		0	Not mentioned
		1	Encourages reporting (other or group not specified, this includes PTAs)
		2	Requires reporting (other or group not specified, this includes PTAs)
R8: Reporting on food safety inspections		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report on food safety inspections Example: <ul style="list-style-type: none"> “In accordance with Federal Law, the Cafeteria Mangers will take such necessary action to obtain a minimum of 2 food safety inspections per school year...The report of the most recent inspection will be posted in a publicly visible location and a copy of the report will be available upon request.”

#	Item	Value	Coding Description
R9: Reporting on local WP compliance	*Code R9 if you code E6 (however, R9 does not require reporting to a specific audience. If no audience is specified code R7).	0	Not mentioned Example: <ul style="list-style-type: none">“Building administrators will annually report to the district the steps taken to improve wellness in their building.”
		1	Vague and/or suggested Example: <ul style="list-style-type: none">“The Superintendent or designee shall measure implementation of the wellness policy by conduction periodic reviews or receiving periodic reports.”
		2	Requires district to report on local WP compliance Example: <ul style="list-style-type: none">“The advisory council shall prepare a report annually for the Superintendent evaluating the implementation of the policy and regulations and include any recommended changes or revisions.”
R10: Reporting on meal program participation		0	<ul style="list-style-type: none">Not mentionedReporting on eligibility for FRPL does not qualify; must mention reporting on overall meal participation rates.
		1	Vague and/or suggested
		2	Requires district to report on meal program participation rates Example: <ul style="list-style-type: none">“The wellness committee will be responsible for preparing an annual report by June 15 of each year that includes: monthly district menus and meal counts.”
R11: Reporting on nutritional quality of program meals		0	Not mentioned
		1	Vague and/or suggested Example <ul style="list-style-type: none">“The report may include: Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.”
		2	Requires district to report on the nutritional quality of program meals Examples: <ul style="list-style-type: none">“School food service staff, at the school or district level, will ensure compliance with nutrition policies within food service areas and will report on this matter to the Food Service Director [and the district WP addresses nutritional content of school meals].”“The superintendent shall require the school FSD to complete the assessment of the nutrition program required under KRS 158.856 (KY) and to issue an annual report at least 60 days prior to the public hearing required by that statute. The nutrition assessment report may be issued via posting on the District web site. [from KRS 158.8560] (1) Each school food service director shall annually assess school nutrition in the district and issue a written report to parents, the local school board, and school based decision making councils. The report shall include :(a) An evaluation of compliance with the National School Breakfast and National School Lunch programs.”“The director of Food and Nutrition Service will provide an annual report to the superintendent setting forth the nutrition guidelines and procedures for selection of all foods made available through the Food Service Program.”“The Superintendent or designee shall report to the Board at least every two year on the implementation of this policy and any other Board policies related to nutrition and physical activity. To determine whether the policy is being effectively implemented districtwide and at each district school, the following indicators shall be use: An analysis of the nutritional content of meals served based on a sample of menus

#	Item	Value	Coding Description
R12: Reporting on competitive F&B available/sold		0	Not mentioned
		1	Vague and/or suggested Examples: <ul style="list-style-type: none"> “The superintendent will annually report to the board on the district’s compliance with laws and policies related to student wellness. The report may include: review of all F&Bs sold in schools for compliance with established NGs.” “The FSD will conduct on-site audits at each school a minimum of 2 times a year to ensure compliance with nutrition requirements stated in this policy. Audit results will be shared with cafeteria managers and principals for review and modifications as required.” “The report may include: Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.”
		2	Requires district to report on competitive F&B available and/or sold Examples: <ul style="list-style-type: none"> “The wellness committee will be responsible for preparing an annual report by June 15 of each year that includes: listing of all a la carte, vending, and competitive foods sold by school food service; listing of all other sales of foods throughout the district including vending machines, school stores, culinary and special ed. Programs, in-school and in-class fundraisers etc.” “The district food service program administrator will provide an annual report to the superintendent, setting forth the nutrition guidelines and procedures for selection of all foods made available to campus, to ensure compliance with the wellness policy.” “The Superintendent or designee shall report to the Board at least every two year on the implementation of this policy and any other Board policies related to nutrition and physical activity. To determine whether the policy is being effectively implemented districtwide and at each district school, the following indicators shall be use: Any sales of non-nutritious foods and beverages in fundraisers or other venues outside of the district’s meal program.”
R13: Reporting on PE/PA requirements		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report on PE/PA requirements Examples: <ul style="list-style-type: none"> “The superintendent or designee will report the following annually: implementation of PE and PA minutes for students K-5”. “The district will report to SDE by June 15th (each year) the daily PE/PA activity for students by school, grade, and class.” “The council will assist the superintendent in creating an annual report which includes minutes of PA and PE and/or healthful living education received by students in the district each school year.” “The school district will report to the community...the percentage of students participating in PE classes...”
R14: Reporting on Fitness Assessments		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report on fitness assessments Example: <ul style="list-style-type: none"> “Students’ health-related fitness reports will be shared with parents/legal guardians at grades 5, 8, and high school”.
R15: Reporting on BMI		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report on BMI Example: <ul style="list-style-type: none"> “Beginning with kindergarten and then in even numbered grades, schools will be required to include, as a part of a student health report to parents, a BMI percentile by age for each student in a private and confidential manner.”
R16: Reporting on Meeting WP Goals/Progress NEW		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report on progress in meeting WP goals Examples: <ul style="list-style-type: none"> “The committee shall also report on the status of compliance by individual schools and progress made in attaining goals established in the policy.” “The superintendent shall report on the corporation’s compliance with this policy and the progress toward achieving the goals set forth herein when requested to do so by the board.”

#	Item	Value	Coding Description
R17: Reporting on Summary of Events NEW		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to give a summary of events
R18: Reporting on official leading the team NEW Reporting on the name, position, titles and contact information for the official leading the WP team		0	Not mentioned
		1	Vague and/or suggested Does not provide all information (i.e. name, position, title or contact information) for the official leading the WP team.
		2	District provides all the information (i.e. name, position, title and contact information) for the official leading the WP team.
R19: Reporting on how the public can be involved NEW		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report on how the public can be involved
R20: Reporting on other/SHI		0	Not mentioned
		1	Vague and/or suggested
		2	Requires district to report on other items (such as results of School Health Index [SHI], School Meals Initiative [SMI], PA opportunities) Examples: <ul style="list-style-type: none"> • <i>“The wellness committee will be responsible for preparing an annual report by June 15 of each year that includes: listing of PA programs and opportunities for students throughout the school year.”</i> • <i>“The student nutrition supervisor at the school or district level will ensure compliance with nutrition policies in the school nutrition services program and will report to the superintendent or designee on this matter.”</i> • <i>“In addition, the district will report on the most recent USDA school meals initiative (SMI) review findings and any resulting changes.”</i>

UIC WELLNESS POLICY CODING TOOL APPENDIX

This appendix provides specific examples of wellness policy language included in model policies and actual district policies along with the corresponding coding clarifications. Following the coding examples are a series of decision rules to accompany the codebook.

Appendix 1. General Questions

How do you code header language?

If a provision of interest is in the header (e.g., Daily Recess; Nutritional Guidelines for All F&B Sold or Served During the School Day) we are going to give them the benefit of the doubt and count it because of their intent. However, if the text of the policy that is below the provisions varies from the header or weakens the header, code based on the text.

How do you code goal language?

If the entire policy is a set of goals such as the following, code everything as a “goal” and not a requirement, assign a “1” where appropriate:

- The wellness policy goals for XYZ district are:
 - To provide nutrition education...
 - To offer low-fat foods at school meals
 - To participate in the School Breakfast program
 - To minimize the amount of sugar, fat, sodium in competitive food sales, etc.

If the entire policy is specified as a goal and then specifies what will be done/required, assign a “2” as appropriate (see the following example language):

- The overall goal for NE for XYZ school district is to promote the integration of NE into all curriculum areas. We will:
 - Integrate NE throughout the curriculum
 - Provide NE for all grade levels, etc.

If the policy has the word “Goals” at the top but then follows typical wellness language that is not considered goal language, code as appropriate (either “1” or “2”). For example:

GOALS:

Nutrition education. The XYZ schools aim to teach.... Staff members shall teach healthy living skills as part of the regular instructional program...

The district shall adopt and implement a comprehensive standards-based health and fitness curriculum...All students in PK-12 will receive regular PE....

If the policy provides “Guidelines” and then provides additional “Goals,” code the guidelines as the requirements (i.e., level 2, as appropriate) and the goals as non-requirements (i.e., level 1 as appropriate).

How and when do we code for cross-referenced documents included in the wellness policy?

We only need to code the cross-referenced non-state law documents (e.g., curricula frameworks, Action For Healthy Kids, etc.) if the document is specifically mentioned within the policy as a document that the district is following/should follow for X,Y, Z. For example:

- School district A encourages the sale of healthy food choices. To this end, all schools in the district must follow the state Action for Healthy Kids guidelines for the sale of competitive foods. In this case, you would incorporate the state Action for Healthy Kids competitive food guidelines into your coding for the district. (See below for specific guidance on coding a cross-referenced document that contains recommendation/“should” language.)

You do NOT have to code for cross-referenced documents that are simply listed as cross-references at the end of the policy. For example:

- CROSS-REF:
 - State X Model Wellness Policy
 - State X School Board Association Competitive Food Guidelines

Unless these cross-referenced items are specifically mentioned in the policy as something that the district is following/should follow, then they do not need to be coded for the given district.

How do you code cross-referenced documents that contain recommendations/ provisions that “should” be followed?

If the wellness policy states that District XYZ follows/adheres to/will follow (etc.) [MODEL/ ORGANIZATION NAME ABC]’s nutrition guidelines and the nutrition guidelines are written as “may” or “should,” count as a “1” because the district is requiring that “weak” model policy be followed (i.e., that contains “should” or “encourage” type language). Typical language may read as follows:

“The food service program will comply with state Action for Healthy Kids guidelines” for all foods sold/served on campus” (The state AFHK language is full of “should” statements.”

How do you code language that “strives to meet” weak state policy?

If the policy indicates that the district will “strive to/aim to/goal is to” meet state law that is weak (i.e., a “1” or “0”), then assign a “0” for the district on that item.

How do you code discrepancies in the district policy vs referenced state or referenced federal law?

Federal law trumps anything that is in the district policy or state law. State law trumps the district policy. However, districts and states may choose to adopt stricter standards than the governing body above. As a result:

- If federal, state, and/or district standards contradict, code whichever is strongest.
- If a policy contradicts itself within its text, code whichever is weaker.

How to code a Federal Wellness language.

The board shall promote and monitor a local wellness program. The program shall:

- *Include goals for nutrition education, physical activity and other school-based activities designed to promote student wellness in a manner that the board determines is appropriate;*
- *Include nutrition guidelines for all food available in each school during the school day; the objectives of the guidelines shall be to promote student health and to reduce childhood obesity;*
- *Assure that guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture, as those regulations and guidance apply to school;*
- *Establish a plan for measuring implementation of the local wellness policy, including designation of one or more district employees who shall be charged with operational responsibility for ensuring the wellness policy is effectively enforced; and*
- *Involve parents, students, representatives of the school food authority, the school board, administrators and the public in the development of the school wellness policy.*

The previous language should be coded as follows:

- | | | | |
|----------|----------|----------|---------|
| • NE1=1 | • SM16=3 | • SM23=3 | • NS1=1 |
| • SM1=2 | • SM19=3 | • SM24=3 | • PA1=1 |
| • SM13=2 | • SM20=3 | • SM25=3 | • CP1=2 |
| • SM14=2 | • SM21=2 | • SM26=3 | • E1=1 |
| • SM15=2 | • SM22=3 | • SM27=3 | • E2=1 |

Appendix 2. Standards for USDA Child Nutrition Programs and School Meals Questions

What are the USDA School Meal standards (7 C.F.R. 210.10)?

USDA School Meal Standards

Meal pattern	Lunch meal pattern		
	Grades K-5	Grades 6-8	Grades 9-12
	Amount of food ^a per week (minimum per day)		
Fruits (cups) ^b	2½ (½)	2½ (½)	5 (1)
Vegetables (cups) ^b	3¾ (¾)	3¾ (¾)	5 (1)
Dark green ^c	½	½	½
Red/Orange ^c	¾	¾	1¼
Beans and peas (legumes) ^c	½	½	½
Starchy ^c	½	½	½
Other ^{c,d}	½	½	¾
Additional Veg to Reach Total ^e	1 ^e	1 ^e	1½ ^e
Grains (oz eq) ^f	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq)	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) ^g	5 (1)	5 (1)	5 (1)
Other Specifications: Daily Amount Based on the Average for a 5-Day Week			
Min-max calories (kcal) ^h	550-650	600-700	750-850
Saturated fat (% of total calories) ^h	< 10	< 10	< 10
Sodium (mg) ^{h,i}	≤ 640	≤ 710	≤ 740
Trans fat ^h	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving.		

^a Food items included in each group and subgroup and amount equivalents. Minimum creditable serving is ½ cup.

^b One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

^c Larger amounts of these vegetables may be served.

^d This category consists of "Other vegetables" as defined in § 210.10(c)(2)(iii)(E). For the purposes of the NSLP, the "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in § 210.10(c)(2)(iii).

^e Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

^f Beginning July 1, 2012 (SY 2012-2013), at least half of grains offered must be whole grain-rich. Beginning July 1, 2014 (SY 2014-15), all grains must be whole grain-rich.

^g Beginning July 1, 2012 (SY 2012-2013), all fluid milk must be low-fat (1 percent or less, unflavored) or fat-free (unflavored or flavored).

^h Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent are not allowed.

ⁱ Final sodium targets must be met no later than July 1, 2022 (SY 2022-2023). The first intermediate target must be met no later than SY 2014-2015 and the second intermediate target must be met no later than SY 2017-2018. See required intermediate specifications in § 210.10(f)(3).

Sodium Targets

Restrictions on sodium are scheduled to be phased in over a 10 year period as follows:

Age/grade group	Sodium reduction: timeline and amount		
	Target 1: July 1, 2014 (SY 2014-2015) (mg)	Target 2: July 1, 2017 (SY 2017-2018) (mg)	Final target: July 1, 2022 (SY 2022-2023) (mg)
K-5	≤ 1,230	≤ 935	≤ 640
6-8	≤ 1,360	≤ 1,035	≤ 710
9-12	≤ 1,420	≤ 1,080	≤ 740

However, as of fiscal year 2015, Congress has established that schools do not have to reduce the quantity of sodium below Target 1 until the latest scientific research finds the reduction is beneficial for children. See Consolidated and Further Continuing Appropriations Act, 2015. Public Law 113-235. Available at <http://www.gpo.gov/fdsys/pkg/CPRT-113HPRT91668/pdf/CPRT-113HPRT91668.pdf>.

What variables should you code for 'Reimbursable school meals shall not be less restrictive than the USDA school meal regulations' OR "The school meal program shall follow the USDA"?

- SM1=2
- SM13=2
- SM14=2
- SM15=2
- SM16=3
- SM19=3
- SM20=3
- SM21=2
- SM22=3
- SM23=3
- SM24=3
- SM25=3
- SM26=3
- SM27=3

What variables should you code for 'Foods and beverages sold or served are consistent with the Dietary Guidelines for Americans'?

- SM16=1
- SM25=1
- SM26=1
- NS1=2
- NS7=1
- NS8=1
- NS9=1
- NS10=1
- NS14=1
- NS19=1
- NS20=1
- NS21=1

Appendix 3. Nutrition Standards for Competitive and Other Foods and Beverages Questions

How do you code NS items for a policy that simply sets “goals” for developing nutrition guidelines for competitive foods (including or such as) vending machines, school stores, a la carte, etc.?

If the policy simply states that is the “goal” of the district to develop guidelines for competitive foods...including/such as, vending machines, a la carte, etc...and no other language is included, ONLY code NS1=1; do not code any other NG item for this language.

*How to code NGs when only a la carte is allowed (and specific guidelines for a la carte are defined) and all other competitive foods are banned (i.e., vending, school stores). *typically this language is seen at the ES level*

Example:

“An ES may not serve competitive foods to students on school premises throughout the SD until the end of the last scheduled class. This does not pertain to food items made available by the food service department.” (in this case, includes a la carte, and they have specific guidelines for a la carte)

- NS1=2
- NS7=4 (vending ban, code all individual nutrient components as a ban)
- NS8=4 (school store ban, code all individual nutrient components as a ban)
- NS9=2 (code as appropriate, according to the strength of the a la carte guidelines)
- All other NSs will be coded “1” or “2” as appropriate, depending on the strength of the a la carte guidelines.

How to code school year variance, when mentions nutrition guidelines will be implemented by a specific date.

For example: “By Sept 1, 2016 ONLY milk, water and 100% juice may be sold on school grounds.”

This wellness policy was adopted Sept 18, 2014, so it is suggestive that these guidelines should be implemented within the 2014-2015 school year and will be implemented by the 2016-2017 school year. Thus, code NS25, NS26, NS30, NS31, NS33, NS24=1 for 2014-2015 SY (and code NS25=2, NS26=3, NS30=3, NS31=2, NS33=2, NS34=2 for 2016-2017 SY)

Coding beverages ‘only allows’ versus ‘includes’

If the district policy ONLY allows 50% juice, milk, and water, code:

- NS25=2
- NS26=1
- NS30=2
- NS31=2
- NS33=2
- NS34=2 (since only these beverages are allowed)

If only 100% juice, milk, and water is allowed, code:

- NS25=2
- NS26=1
- NS30=3
- NS31=2
- NS33=2
- NS34=2 (since they meet IOM)

However, if the district policy says, for example, beverage machines INCLUDE 50% juice, milk, and water. Only code NS30=1, NS31=1 because this is not a limit.

How do you code NS items for CSPI model/like and NANA model/like language?

- CSPI-like Model: *Elementary Schools. The school food service program will approve and provide all food and beverage sales to students in the elementary grades. Given young children's limited nutrition skills, food in elementary grades will be sold as balanced meals. If available, foods and beverages sold individually will be limited to low-fat, and non-fat milk, fruits, and non-fried vegetables.* If this were the only language for ES for this district for the NS items, you would also code as follows:

- | | | | |
|----------|----------|----------|----------|
| ○ NS1=2 | ○ NS14=4 | ○ NS20=5 | ○ NS31=3 |
| ○ NS7=4 | ○ NS15=5 | ○ NS21=4 | ○ NS33=3 |
| ○ NS8=4 | ○ NS17=5 | ○ NS25=2 | |
| ○ NS9=4 | ○ NS18=5 | ○ NS28=2 | |
| ○ NS13=2 | ○ NS19=4 | ○ NS30=4 | |

Variables coded from this language are coded as a competitive food ban because for foods only fruit and non-fried vegetables are allowed to be sold (because of the nutritional value of fruits and vegetables they are generally exempt from any sugar, sodium or fat restrictions if applicable thus allowing the competitive food ban coding) and for beverages only low-fat (1%) and non-fat milk are sold essentially banning all other beverages to be sold.

- CSPI/NANA Model: *Elementary Schools. The school food service program will approve and provide all food and beverage sales to students in elementary schools. Given young children's limited nutrition skills, food in elementary schools should be sold as balanced meals. If available, foods and beverages sold individually should be limited to low-fat and non-fat milk, fruits, and non-fried vegetables.* If this were the only language for ES for this district for the NS items, you would also code as follows:

- | | | | |
|---------|----------|----------|----------|
| ○ NS1=1 | ○ NS13=1 | ○ NS18=1 | ○ NS25=1 |
| ○ NS7=1 | ○ NS14=1 | ○ NS19=1 | ○ NS28=1 |
| ○ NS8=1 | ○ NS15=1 | ○ NS20=1 | ○ NS33=1 |
| ○ NS9=1 | ○ NS17=1 | ○ NS21=1 | |

The difference here is the “should” language rather than the “will” language above.

NOTE TO CODERS: *Be very careful when coding following the CSPI/NANA models. We have seen several “slightly” revised versions of the language that could have coding implications. Also, the distinction between the two examples is entirely the “will” vs. “should.” We felt that even for NS1, the distinction was enough to warrant a differential coding for the two scenarios.*

- District Policy modified CSPI/NANA Model: *Elementary Schools. The school food service program shall manage all food and beverage sales to students in elementary schools. Foods and beverages sold individually in elementary schools shall be limited to water, 100% juice with no added sweeteners (4 oz.), 1% or fat-fat milk (8 oz.), fruits, and non-fried vegetables.* If this were the only language for ES for this district for the NS items, you would code as follows:

- | | | | |
|----------|----------|----------|----------|
| ○ NS1=2 | ○ NS14=4 | ○ NS20=5 | ○ NS31=2 |
| ○ NS7=2 | ○ NS15=5 | ○ NS21=4 | ○ NS32=4 |
| ○ NS8=2 | ○ NS17=5 | ○ NS25=2 | ○ NS33=2 |
| ○ NS9=2 | ○ NS18=5 | ○ NS28=2 | |
| ○ NS13=2 | ○ NS19=4 | ○ NS30=3 | |

The difference here is the addition of 100% juice and serving sizes. These additions make this language less restricted/limited than the first example, which is the reason for the down grade for variables NS7, NS8, and NS9.

What are the Smart Snacks standards (7 C.F.R. 210.11)?

Snack Items	USDA Limit
All items must meet the standards in this ROW AND the nutrient standards noted below	Grain product containing $\geq 50\%$ whole grains by weight or have as 1st ingredient a whole grain OR Have as 1st ingredient one of the non-grain major food groups: fruits, vegetables, dairy or protein foods (including meat, beans, poultry, seafood, eggs, nuts, etc.) OR Be a combination food containing 1/4 cup of fruit and/or vegetable OR Through 6/30/16, containing 10% RDA of a nutrient of public health concern based on the most recent DGA (potassium, calcium, fiber, or Vitamin D)
Total sugars	$\leq 35\%$ of total <u>weight</u> from sugars Exceptions for dried whole fruits or vegetables, dried whole fruit or vegetable pieces, dehydrated fruits for vegetables with no added nutritive sweeteners; dried fruits with nutritive sweeteners that are required for processing and/or palatability purposes; canned fruit packed in juice or light syrup; and frozen fruit with added sugar not to exceed "light syrup" amount
Fats	$\leq 35\%$ of total <u>calories</u> from fat and $< 10\%$ total calories from saturated fat (exceptions for reduced fat cheese and part-skim mozzarella cheese, nuts, seeds, nut or seed butters, products consisting of only dried fruit with nuts and/or seeds with no additive nutritive sweeteners or fat, and seafood with no added fat)
Trans Fats	Zero grams trans-fat per portion as packaged
Sodium	7/1/14-6/30/16: $\leq 230\text{mg}$ 7/1/16: $\leq 200\text{mg}$
Calories	≤ 200 calories per portion as packaged or served

Beverage Items	USDA Limit
Water	Plain water (carbonated or un-carbonated)
Milk	1% (unflavored) or skim milk (including flavored) Nutritionally equivalent milk alternatives (as permitted by school meal requirements)
Juice	100% fruit or vegetable juices or 100% fruit or vegetable juices diluted with water or carbonated water
Caffeine	ES/MS: Caffeine-free HS: Allowed
Other beverages	HS: Calorie-free, flavored and/or carbonated water and other calorie-free beverages containing < 5 calories/8 oz serving (or ≤ 10 calories/20 oz)--with a maximum of 20 oz HS: beverages of no more than 40 cal/8oz or 60 cal/12 oz in no more than 12 oz servings are also allowed
Beverage portion sizes (except water which is unlimited)	ES: 8 oz MS: 12 oz HS: 12 oz (milk, juices); 20 oz (Calorie-free, flavored and/or carbonated water and other calorie-free beverages containing < 5 calories/8 oz serving [or ≤ 10 calories/20 oz])

How to code Smart Snacks language (7 C.F.R. 210.11).

Smart Snacks mentioned but not defined:

- NS1=2
- NS7=3
- NS8=3
- NS9=3
- NS11=3
- NS12=2
- NS13=2
- NS14=3
- NS15=3
- NS17=3
- NS18=4
- NS19=3
- NS20=3
- NS21=3
- NS22=3
- NS23=3
- NS24=2
- NS25=3
- NS26=2
- NS28=2
- NS29=2
- NS30=3
- NS31=2
- NS32=3
- NS33=2

Smart Snacks mentioned and defined: Same as above but NS12=3 and NS 13=3

How to code Food of Minimal Nutrition Value (FMNV) language?

If a policy says it does not allow FMNVs to be sold, then proceeds to define what FMNVs are in the policy then code the venue for which no FMNVs are to sold as a “1”

If a policy says it does not allow FMNVs to be sold but does not define what FMNVs are in the policy or only references federal law for a definition, then nothing is coded.

Appendix 4. Physical Education Questions

Please clarify the distinction between PE1 and PE2.

PE1 was created by UIC to capture situations where the district mentions that they have some type of PE but the language included in the policy is not enough to warrant any coding on any of the PE variables. PE1, therefore, was created as a dummy variable to capture the presence/absence of any PE component. PE2 captures information specifically on PE curriculum requirements.

NASPE versus National PE Standards

Note: NASPE standards OR the standards of SHAPE America (formerly American Alliance for Health, Physical Education, Recreation and Dance) (this Alliance embeds NASPE)

Districts will meet NASPE Standards, code:

PE3=2, PE4=2, PE5=2, PE6=2, PE7=1, PE11=1, PE13=2

Districts should meet NASPE standards OR districts will meet National Standards (without mentioning NASPE), code:

PE3=1, PE4=1, PE5=1, PE6=1, PE7=1, PE11=1, PE13=1

Districts should meet National Standards (without mentioning NASPE), code:

PE3=1, PE4=1, PE5=1, PE6=1, PE7=0, PE11=0, PE13=1

Appendix 5. Physical Activity Questions

Why do we downgrade for “when possible” or “where appropriate” for PA4 but not for NE5?

CONCEPTUALLY:

- NE5 is an item that is DIRECTLY measuring the incorporation of nutrition education into other subjects, PA4 is an item examining the opportunities for PA outside of PE during the school day
 - PA4 language such as “*classrooms shall incorporate short breaks that include physical movement, when possible,*” is just one component of a broader concept being evaluated and should be coded as a “1”
 - NE5 language such as, “*nutrition education will be integrated into the broader curriculum, where appropriate,*” is directly addressing what the item is referencing and should be coded as a “2”
- Bottom line: The students may or may not be experiencing PA breaks in the classroom during the school day based on the above language, BUT NE is definitely being offered in classes other than health/nutrition, it is not clear which courses the NE is being integrated or which classes within the course that NE is being addressed (which is not necessary for a “2” coding).

LITERALLY:

- NE can only easily/appropriately be integrated into the curriculum where it fits (i.e., Basic Math or Science) and does not easily fit into other topics (i.e., English, French, Geometry)...also NE will not be the topic addressed in each lesson of a course b/c otherwise it would be a nutrition course and NOT a Science course...so the language above fits with what NE5 is addressing...stating that NE will be incorporated into other courses BUT only the ones that it fits into appropriately OR NE will be addressed in other classes (e.g., science) BUT NE will be incorporated only in appropriate science lessons.
- PA can be incorporated into every classroom...so it is possible to provide it in all classes therefore stating that it will only be incorporated “when possible” weakens the overall statement...and does not DEFINITELY indicate the PA is being offered in classes OR during the school day outside of PE...

Appendix 6. Evaluation

Clarification on E3 coding where E3=2 (See below for E3=1 language)

The following language, in its entirety (i.e., the sum of the parts), would warrant a level 2 code for E3 because of the “package” of language and the fact that it mentions “periodic.” You do not have to have specific time periods mentioned to code “2” for E3.

GUIDELINES WELLNESS COMMITTEE

The Board shall appoint a Wellness Committee comprised of at least one (1) of each of the following: School Board member, district administrator, district food service representative, student, parent/guardian, member of the public, teacher, school nurse, school counselor, physical education teacher or coach, health professional, representative of community organization, and any other individuals chosen by the Board.

The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing a Student Wellness Policy that complies with law to recommend to the Board for adoption.

The Wellness Committee may examine related research and laws, assess student needs and the current school environment, review existing Board policies and administrative regulations, and raise awareness about student health issues. The Wellness Committee may make policy recommendations to the Board related to other health issues necessary to promote student wellness.

The Wellness Committee may survey parents/guardians and/or students; conduct community forums or focus groups; collaborate with appropriate community agencies and organizations; and engage in similar activities, within the budget established for these purposes.

The Wellness Committee shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.

An additional example of E3=2 language that is suggestive of an ongoing council (From NANA):

“The school district and/or individual schools within the district will create, strengthen, or work within existing school health councils to develop, implement, monitor, review, and, as necessary, revise school nutrition and physical activity policies. The councils also will serve as resources to school sites for implementing those policies. (A school health council consists of a group of individuals representing the school and community, and should include parents, students, representatives of the school food authority, members of the school board, school administrators, teachers, health professionals, and members of the public.)”

Clarification on E3 coding where E3=1 (See prior example for E3=2 language)

The following language (obtained from the PBSA template dated 9/07) would be coded as a 1 for E3 because the whole section is “may” be established (even though the Council is to provide periodic reports):

Advisory Health Council

- An Advisory Health Council may be established by the Superintendent to study student health issues and to assist in organizing follow-up programs.
- The Advisory Health Committee may examine related research, assess student needs and the current school environment, review existing Board policies and administrative regulations, and raise awareness about student health issues.
- The Advisory Health Committee may make policy recommendations to the Board related to other health issues necessary to promote student wellness.
- The Advisory Health Council may survey parents/guardians and/or students; conduct community forums or focus groups; collaborate with appropriate community agencies and organizations; and engage in similar activities, within the budget established for these purposes.
- The Advisory Health Council shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.
- Individuals who conduct student medical and dental examinations shall submit to the Advisory Health Council annual reports and later reports on the remedial work accomplished during the year.

How do you code Fitnessgram and Fitnessgram-like language (i.e., body composition, height/weight, etc.) for PE16 and E4?

- "The fitnessgram shall be used to assess student health and fitness."
→ Code: PE16=1, E4=2
- "The fitnessgram shall be used to assess student health. Results will be reported to parents."
→ Code: PE16=2, E4=3
- "The fitnessgram shall be used in grades 4-10 to assess student health. Students will be notified of their results."
→ Code: PE16ES=1 PE16MS=2 PE16HS=1
 E4ES=1 E4MS=2 E4HS=1

For examples using body composition or height/weight, just trade out Fitnessgram and replace it with body composition or height/weight in the above examples.

Fitnessgram's relation with body composition is below, taken directly from the Fitnessgram website. The assessment items are as follows:

- Aerobic Capacity
 - PACER test
 - One-mile run/walk
 - Walk test (ages 13 or greater)
- Body Composition (may select one option)
 - Percent body fat (calculated from triceps and calf skinfolds)
 - Body mass index (calculated from height and weight)
- Muscular Strength, Endurance, and Flexibility
 - Abdominal strength and endurance (curl-up)
 - Trunk extensor strength and endurance (trunk lift)
 - Upper body strength and endurance (choose from push-up, modified pull-up, and flexed arm hang)
- Flexibility (choose from back-saver sit-and-reach and shoulder stretch)

New Variable	Old Variable	Label	ES				MS				HS				SY VAR	State	Fed	Notes
NE1	NE1	FW: goals for NE	0	1	2	-8	0	1	2	-8	0	1	2	-8				
NE2	NE2	Nutrition curriculum each grade	0	1	2	-8	0	1	2	-8	0	1	2	-8				
NE3	NE3	School Gardens	0	1	2	-8	0	1	2	-8	0	1	2	-8				
NE4	NE4	NE training for teachers	0	1	2	-8	0	1	2	-8	0	1	2	-8				
NE5	NE5	NE integrated into other subjects	0	1	2	-8	0	1	2	-8	0	1	2	-8				
NE6	NE6	NE teaches behavior focused skills	0	1	2	-8	0	1	2	-8	0	1	2	-8				
NE7	NE7	Number of NE courses or hours	0	1	2	-8	0	1	2	-8	0	1	2	-8				
NE7a	NE7a	Amount of NE courses/hours/credits				-8				-8				-8				
SM1*	US1	FW: School meal guidelines	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM2	US2	School breakfast program	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM3	US4	Low-fat versions/methods	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM4	US5	Strategies to increase part.	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM5	US5a	Closed Campus	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM6	US6	Timing of recess	0	1	2	-8												
SM7	US7	Adequate time to eat	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM8	US7a	Min. time for breakfast																
SM9	US7b	Min. time for lunch																
SM10	US8	Training for food service staff	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM11	US9	Nutrition information: meals	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM12	US10	Farm-to-school	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM13*	US11	Fat content of milk	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM14*	DNE	Fat content flavored milk	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM15*	US14	Water availability	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM16*	DNE	Whole grain-rich req.	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM17	DNE	Whole grain exemption	0	1	2	-8	0	1	2	-8	0	1	2	-8				
SM18	DNE	Exemption explanation																
SM19*	DNE	# whole grains served	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM20*	DNE	# F&Vs served	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM21*	DNE	Juice as F&V serving	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM22*	DNE	# Meat served	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM23*	DNE	# Milk served	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM24*	DNE	Min/max calories daily	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM25*	DNE	Calories from saturated fat	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM26*	DNE	Sodium	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
SM27*	DNE	Trans-fat	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8	
PE1	PE1	Goals for PE	0	1		-8	0	1		-8	0	1		-8				
PE2	PE2	PE curriculum for each grade	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE3	PE3	Time/week of PE for elementary	0	1	2	-8												
PE3a	PE3a	minutes of PE for elementary				-8												
PE3b	PE3b	days/week of PE for elementary				-8												
PE4	PE4	Time/week of PE for middle					0	1	2	-8								
PE4a	PE4a	minutes of PE for middle								-8								
PE4b	PE4b	days/week of PE for middle								-8								
PE5	PE5	Time/week of PE for high school									0	1	2	-8				
PE5a	PE5a	minutes of PE for high school												-8				
PE5b	PE5b	days/week of PE for high school												-8				
PE6	PE6	Physically active lifestyle	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE7	PE7	Competency assessment	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE8	PE8	Addresses PE classes or credits									0	1	2	-8				
PE8a	PE8a	Amount of PE courses/hours/credits												-8				
PE9	PE9	Frequency of required PE	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE9a	PE9a	Daily PE waiver	0	1			0	1			0	1						
PE10	PE10	Teacher-student ratio for PE	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE11	PE11	Safe/adequate equipment/facilities	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE12	PE12	Moderate to vigorous activity	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE12a	PE12a	Percent or amount of time for MVPA				-8				-8				-8				
PE13	PE13	Qualifications for PE instructors	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE14	PE14	PE training for teachers	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE15	PE15	PE waiver requirements	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE16	PE16	Annual health assessment	0	1	2	-8	0	1	2	-8	0	1	2	-8				
PE17	PE17	Free drinking water in the gymnasium	0	1	2	-8	0	1	2	-8	0	1	2	-8				

*USDA School Meal requirement variable. If district meets Federal/USDA meal standards, apply USDA school meal standards coding (see coding Appendix).

New Variable	Old Variable	Label	ES				MS				HS				SY VAR	State	Fed	Notes			
PA1	PA1	FW: goals for PA	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA2	PA2	PA for every grade level	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA3	PA3	Amount of time for PA	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA3a	PA3a	Minutes of PA	day / wk				day / wk				day / wk										
PA3b	PA3b	Definition of PA includes PE	PE: y / n n/a				PE: y / n n/a				PE: y / n n/a										
PA3c	PA3c	Definition of PA includes recess	Recess: y / n n/a																		
PA4	PA4	PA throughout the day	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA5	PA5	Community use facilities for PA	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA6	PA6	Safe active routes to school	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA7	PA7	Not using PA as punishment	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA8	PA8	Recess freq or amt for elementary (daily)	0	1	2	-8															
PA9	PA9	Recess freq (less than daily) for elementary	0	1	2	-8															
PA8a	PA8a	Minutes for recess for elementary	day / wk																		
PA10	PA10	PA before/after school (excluding intra/extramural)	0	1	2	-8	0	1	2	-8	0	1	2	-8							
PA11s	PA11s	Laws authorizing joint use of recreational facilities	0	1	2	-8	0	1	2	-8	0	1	2	-8							
ST1	ST1	PA for school staff	0	1	2	-8	0	1	2	-8	0	1	2	-8							
ST2	ST2	Staff wellness programs	0	1	2	-8	0	1	2	-8	0	1	2	-8							
ST3	ST3	Staff to role model	0	1	2	-8	0	1	2	-8	0	1	2	-8							
CP1	CP1	FW: Stakeholders involved in development of WP	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8				
CP2	CP2	Methods to solicit input	0	1	2	-8	0	1	2	-8	0	1	2	-8							
CP3	CP3	How to engage parents/community	0	1	2	-8	0	1	2	-8	0	1	2	-8							
CP4	CP4	Stakeholders involved in periodic review of WP	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8				
CP5	CP5	Stakeholders involved in update of WP	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8				
MP1	MP1	CDC Whole School, Whole Community, Whole Child	0	1	2	3	-8	0	1	2	3	-8	0	1	2	3	-8				
MP2	MP2	Marketing healthy choices	0	1	2	-8	0	1	2	-8	0	1	2	-8							
MP3	MP3	Restricted marketing	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E1	E1	FW: Measuring implementation	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E2	E2	Plan for implementation	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E3	E3	Ongoing health advisory committee	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E4 new	E4 new	BMI	0	1	2	3	4	-8	0	1	2	3	4	-8	0	1	2	3	4	-8	
E5	E5	Plan for evaluation	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E6	E6	Audience and frequency of a report	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E7n	DNE	Triennial Assessment	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E8	E8	Plan for revising the policy	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E9	E9	Reporting frequency (fill in blank) -- NOT grade spec.																			
E10	E10	Update frequency (fill in blank)--NOT grade specific																			
E11	E11	Implementation review (fill in the blank) NOT grade sp																			
E12	E12	Requires district to report to the state	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E13s	E13s	TA to schools/LEA on WP Implementation	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E14s	E14s	Monitor schools/LEA for compliance with state	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E15s	E15s	Penalties for district failure to comply	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E16s	E16s	Corrective action plan for non-compliant schools/LEA	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E17s	E17s	State evaluation & reporting required	0	1	2	-8	0	1	2	-8	0	1	2	-8							
E18s	DNE	Penalties for non-compliance with state wellness laws	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R1	R1	Public posting/access WP website	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R2	R2	Public posting/access WP non-website	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R3	R3	District reporting WP to state	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R3s	R3s	State DOE/BOE posting district WP online	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R4	R4	Reporting to public	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R5	R5	Reporting to district	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R6	R6	Reporting to state	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R7	R7	Reporting to other/NS	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R8	R8	Reporting on food safety inspections	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R9	R9	Reporting on local WP compliance	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R10	R10	Reporting on meal program participation	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R11	R11	Reporting on nutritional quality of program meals	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R12	R12	Reporting on competitive F&B available/sold	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R13	R13	Reporting on PE/PA requirements	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R14	R14	Reporting on Fitness Assessments	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R15	R15	Reporting on BMI	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R16	DNE	Reporting on progress in meeting goals	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R17	DNE	Reporting on Summary of Events	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R18	DNE	Reporting on Official Leading the Team	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R19	DNE	Reporting on How the Public can be Involved	0	1	2	-8	0	1	2	-8	0	1	2	-8							
R20	R16	Reporting on other/SHI	0	1	2	-8	0	1	2	-8	0	1	2	-8							

