



**Atlanta Classical Academy Wellness Policy**

**Table of Contents**

[Preamble](#).....2

[School Wellness Committee](#).....3

[Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement](#).....5

[Nutrition](#).....7

[Physical Activity](#).....10

[Other Activities that Promote Student Wellness](#).....14

[Glossary](#).....16

[Appendix A: School Level Contacts](#).....17

## Atlanta Classical Academy Wellness Policy

### Preamble

Atlanta Classical Academy is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year.

Research shows that two components, good nutrition and physical activity before, during, and after the school day, are strongly correlated with positive student outcomes. For example, student participation in the U.S. Department of Agriculture's (USDA) School Breakfast Program is associated with higher grades and standardized test scores, lower absenteeism, and better performance on cognitive tasks.<sup>1,2,3,4,5,6,7</sup> Conversely, less-than-adequate consumption of specific foods including fruits, vegetables, and dairy products, is associated with lower grades among students.<sup>8,9,10</sup> In addition, students who are physically active through active transport to and from school, recess, physical activity breaks, high-quality physical education, and extracurricular activities – do better academically.<sup>11,12,13,14</sup>

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<sup>1</sup> Bradley, B, Green, AC. Do Health and Education Agencies in the United States Share Responsibility for Academic Achievement and Health? A Review of 25 years of Evidence About the Relationship of Adolescents' Academic Achievement and Health Behaviors, *Journal of Adolescent Health*. 2013; 52(5):523–532.

<sup>2</sup> Meyers AF, Sampson AE, Weitzman M, Rogers BL, Kayne H. School breakfast program and school performance. *American Journal of Diseases of Children*. 1989;143(10):1234–1239.

<sup>3</sup> Murphy JM. Breakfast and learning: an updated review. *Current Nutrition & Food Science*. 2007; 3:3–36.

<sup>4</sup> Murphy JM, Pagano ME, Nachmani J, Sperling P, Kane S, Kleinman RE. The relationship of school breakfast to psychosocial and academic functioning: Cross-sectional and longitudinal observations in an inner-city school sample. *Archives of Pediatrics and Adolescent Medicine*. 1998;152(9):899–907.

<sup>5</sup> Pollitt E, Mathews R. Breakfast and cognition: an integrative summary. *American Journal of Clinical Nutrition*. 1998; 67(4), 804S–813S.

<sup>6</sup> Rampersaud GC, Pereira MA, Girard BL, Adams J, Metzler JD. Breakfast habits, nutritional status, body weight, and academic performance in children and adolescents. *Journal of the American Dietetic Association*. 2005;105(5):743–760, quiz 761–762.

<sup>7</sup> Taras, H. Nutrition and student performance at school. *Journal of School Health*. 2005;75(6):199–213.

<sup>8</sup> MacLellan D, Taylor J, Wood K. Food intake and academic performance among adolescents. *Canadian Journal of Dietetic Practice and Research*. 2008;69(3):141–144.

<sup>9</sup> Neumark-Sztainer D, Story M, Dixon LB, Resnick MD, Blum RW. Correlates of inadequate consumption of dairy products among adolescents. *Journal of Nutrition Education*. 1997;29(1):12–20.

<sup>10</sup> Neumark-Sztainer D, Story M, Resnick MD, Blum RW. Correlates of inadequate fruit and vegetable consumption among adolescents. *Preventive Medicine*. 1996;25(5):497–505.

<sup>11</sup> Centers for Disease Control and Prevention. *The association between school-based physical activity, including physical education, and academic performance*. Atlanta, GA: US Department of Health and Human Services, 2010.

<sup>12</sup> Singh A, Uijtendwilligne L, Twisk J, van Mechelen W, Chinapaw M. *Physical activity and performance at school: A systematic review of the literature including a methodological quality assessment*. *Arch Pediatr Adolesc Med*, 2012; 166(1):49-55.

<sup>13</sup> Haapala E, Poikkeus A-M, Kukkonen-Harjula K, Tompuri T, Lintu N, Väistö J, Leppänen P, Laaksonen D, Lindi V, Lakka T. *Association of physical activity and sedentary behavior with academic skills – A follow-up study among primary school children*. *PLoS ONE*, 2014; 9(9): e107031.

<sup>14</sup> Hillman C, Pontifex M, Castelli D, Khan N, Raine L, Scudder M, Drollette E, Moore R, Wu C-T, Kamijo K. *Effects of the FITKids randomized control trial on executive control and brain function*. *Pediatrics* 2014; 134(4): e1063-1071.

<sup>15</sup> Change Lab Solutions. (2014). *District Policy Restricting the Advertising of Food and Beverages Not Permitted to be Sold on School Grounds*. Retrieved from <http://changelabsolutions.org/publications/district-policy-school-food-ads>.

This policy outlines the ACA approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this policy establishes goals and procedures to ensure that:

- Students in ACA have access to healthy foods throughout the school day—both through reimbursable school meals.
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active before, during, and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of the ACA in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- ACA establishes and maintains an infrastructure for management, oversight, implementation, communication about, and monitoring of the policy and its established goals and objectives.

This policy applies to all students and staff at ACA.

#### I. **School Wellness Committee**

##### ***Committee Role and Membership***

ACA will convene a representative ACA wellness committee (hereto referred to as the AWC or work within an existing school health committee) that meets at least two meeting per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of this district-level wellness policy (heretofore referred as “wellness policy”).

The AWC membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (ex., school nutrition director); physical education teachers; health education teachers; school health professionals (ex. nurse, counselors, social worker) principal, school board members and the general public.

##### ***Leadership***

The Superintendent or designee(s) will convene the AWC and facilitate development of and updates to the wellness policy, and will ensure the school’s compliance with the policy.



The name(s), title(s), and contact information of this/these individual(s) is:

<b>Name</b>	<b>Title</b>	<b>Email address</b>	<b>Role</b>
David Rosenzweig	Director of Operations	drosenzweig@atlantaclassical.org	Member
LaNiesh Holland	Nurse	lholland@atlantaclassical.org	Member
Immanuel Reed	Athletic Director	ireed@atlantaclassical.org	Member
Sarah McNeal	Cafeteria Manager	smcneal@atlantaclassical.org	Wellness Policy Coordinator

**Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement**

***Implementation Plan***

ACA will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions, and timelines specific to each school, and includes information about who will be responsible to make what change, by how much, where, and when, as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness.

This wellness policy and the progress reports can be found at: <https://atlantaclassical.org>

***Recordkeeping***

ACA will retain records to document compliance with the requirements of the wellness policy at ACA Front Office. Documentation maintained in this location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating compliance with community involvement requirements, including (1) Efforts to actively solicit AWC membership from the required stakeholder groups; and (2) These groups' participation in the development, implementation, and periodic review and update of the wellness policy;
- Documentation of annual policy progress reports for ACA under its jurisdiction; and
- Documentation of the triennial assessment\* of the policy ACA its jurisdiction;

- Documentation demonstrating compliance with public notification requirements, including: (1) Methods by which the wellness policy, annual progress reports, and triennial assessments are made available to the public and (2) Efforts to actively notify families about the availability of wellness policy include website and parental handouts.

### ***Annual Progress Reports***

ACA will compile and publish an annual report to share basic information about the wellness policy and report on the progress of the schools within the district in meeting wellness goals. This annual report will be published around the same time each year [in *May*], and will include information from ACA. This report will include, but is not limited to:

- The website address for the wellness policy and/or how the public can receive/access a copy of the wellness policy;
- A description of school's progress in meeting the wellness policy goals;
- A summary of school's events or activities related to wellness policy implementation;
- The name, position title, and contact information of the designated ACA policy leader(s) identified in Section I; and
- Information on how individuals and the public can get involved with the DWC or AWC.

The annual report will be available in English and Spanish.

Atlanta Classical Academy will actively notify households/families of the availability of the annual report.

The AWC, will establish and monitor goals and objectives for schools, specific and appropriate for each instructional unit (elementary or secondary OR elementary, middle, and high school, as appropriate), for each of the content-specific components listed in Sections III-V of this policy.

### ***Triennial Progress Assessments***

At least once every three years, ACA will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which schools under the jurisdiction of the District are in compliance with the wellness policy;
- The extent to which the District's wellness policy compares to the Alliance for a Healthier Generation's model wellness policy; and
- A description of the progress made in attaining the goals of the District's wellness policy.

The position/person responsible for managing the triennial assessment and contact information is Sarah McNeal, Cafeteria Manager/Director [smcneal@atlantaclassical.org](mailto:smcneal@atlantaclassical.org) . The AWC, in collaboration with individual schools, will monitor schools' compliance with this wellness policy.

Atlanta Classical Academy will actively notify households/families of the availability of the triennial progress report.

### ***Revisions and Updating the Policy***

The AWC will update or modify the wellness policy based on the results of the annual progress reports and triennial assessments, and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. **The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.**

### ***Community Involvement, Outreach, and Communications***

ACA is committed to being responsive to community input, which begins with awareness of the wellness policy. ACA will actively communicate ways in which representatives of AWC and others can participate in the development, implementation, and periodic review and update of the wellness policy through a variety of means appropriate for that district. ACA will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The ACA will use electronic mechanisms, such as email or displaying notices on the ACA website, as well as non-electronic mechanisms, such as newsletters, presentations to parents or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. ACA will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools are communicating other important school information with parents.

ACA will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. ACA will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

## **II. Nutrition**

### ***School Meals***

ACA is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating

patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

ACA participates in USDA child nutrition programs, including the National School Lunch Program (NSLP) and Seamless Summer. ACA also operates additional nutrition-related programs and activities. ACA is committed to offering school meals through the NSLP programs that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (ACA offers reimbursable school meals that meet [USDA nutrition standards](#).)
- Promote healthy food and beverage choices using at least ten of the following [Smarter Lunchroom techniques](#):
  - Whole fruit options are displayed in attractive bowls or baskets instead of chafing dishes
    - Sliced or cut fruit is available daily
    - Daily fruit options are displayed in a location in the line of sight and reach of students
    - Daily vegetable options are bundled into all grab and go meals available to students
    - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal
    - White milk is placed in front of other beverages in all coolers
    - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.)
    - Student surveys and taste testing opportunities are used to inform menu development, dining space decor, and promotional ideas
    - Student artwork is displayed in the service and/or dining areas
    - Monthly menus are posted in the dining area are used to promote and market menu options

### ***Staff Qualifications and Professional Development***

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the [USDA professional standards for child nutrition professionals](#).

### ***Water***

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day. ACA will make drinking water available at water stations where



school meals are served during mealtime. In addition, students will be allowed to bring and carry (approved) water bottles filled with only water with them throughout the day.

### **Competitive Foods and Beverages**

ACA is committed to ensuring that all foods and beverages available to students on the school campus\* during the school day\* support healthy eating. No food outside of the reimbursable school meal programs are sold to students on the school campus during the school day.

To support healthy food choices and improve student health no other food is served on campus.

### **Celebrations and Rewards**

All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards including through:

1. Celebrations and parties. ACA will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. Healthy party ideas from the [Alliance for a Healthier Generation](#) and from the [USDA](#).
2. Classroom snacks brought by parents. ACA will provide to parents a [list of foods and beverages that meet Smart Snacks](#) nutrition standards; and
3. Rewards and incentives. ACA will provide teachers and other relevant school staff a [list of alternative ways to reward children](#). Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.  
*[Meets HSP Silver]*

### **Fundraising**

Food and beverages that meet or exceed the USDA Smart Snacks in school nutrition standards may be sold through fundraisers on the school campus \*during the school day\*. ACA will make available to parents and teachers a list of healthy fundraising ideas *[examples from the [Alliance for a Healthier Generation](#) and the [USDA](#)]*.

### **Nutrition Promotion**

#### **Goal:**

- Implement evidence-based promotions that educate and positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.

- Organize at least four food taste tests and execute a minimum of two within the school calendar year to introduce students to different foods to help promote healthy food choices.

ACA will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

### ***Nutrition Education***

ACA aims to teach, model, encourage, and support healthy eating by students. School will provide nutrition education and engage in nutrition promotion that:

#### **Goal:**

- Plan four in classroom nutrition education and execute a minimum of two within school calendar year to teach about healthy foods and why it is important to eat a balanced meal following my plate guidelines for healthy eating
- ACA will include in the health education curriculum the following essential topics on healthy eating: Through the use of the "Monthly Harvest of the Month" focusing on a specific fruit or vegetable and "Toon in Tuesday" weekly.

### ***Essential Healthy Eating Topics in Health Education***

ACA will include in the health education curriculum the following essential topics on healthy eating:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects;
- Include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens;

[USDA's Team Nutrition](#) provides free nutrition education and promotion materials, including standards-based nutrition education curricula and lesson plans, posters, interactive games, menu graphics, and more.

### ***Food and Beverage Marketing in School***

ACA does not sell foods other than school meals

## III. **Physical Activity**

**Goal:**

- Children and adolescents should participate in 60 minutes of physical activity every day.
- All elementary schools will offer at least 30 minutes of recess on all or most days during the school year.
- ACA recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classroom time.

Physical activity during the school day (including but not limited to recess, physical activity breaks, or physical education) **will not be withheld** as punishment for any reason [ *This does not include participation on sports teams that have specific academic requirements*]. The district will provide teachers and other school staff with a [list of ideas](#) for alternative ways to discipline students.

To the extent practicable, ACA will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

***Physical Education***

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle. All students will be provided equal opportunity to participate in physical education classes. ACA will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All ACA **elementary students** in each grade will receive physical education for at least 60-89 minutes per week throughout the school year.

All ACA **secondary students** (middle and high school) are required to take the equivalent of one academic year of physical education.

ACA physical education program will promote student physical fitness through individualized fitness and activity assessments (via the [Presidential Youth Fitness Program](#) or other appropriate assessment tool) and will use criterion-based reporting for each student

***Essential Physical Activity Topics in Health Education***

The District will include in the health education curriculum the following essential topics on physical activity:

The physical, psychological, or social benefits of physical activity

- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise, and fitness
- Phases of an exercise session, that is, warm up, workout, and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching
- Weather-related safety, for example, avoiding heat stroke, hypothermia, and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time, and type of physical activity
- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids
- Social influences on physical activity, including media, family, peers, and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity
- How to resist peer pressure that discourages physical activity

### ***Recess (Elementary)***

All elementary schools will offer at least **30 minutes of recess** on all or most days during the school year (*This policy may be waived on early dismissal or late arrival days*). If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built into the recess transition period/time frame before students enter the cafeteria.

**Outdoor recess** will be offered when weather is feasible for outdoor play. [*“Students will be allowed outside for recess except when outdoor temperature is above/below District-set temperature, inclusive of wind chill factors, during “code orange” or “code red” days, during storms with lightning or thunder, or at the discretion of the building administrator based on his/her best judgment of safety conditions.”*]

In the event that the school or district must conduct **indoor recess**, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable. [*“Students will be allowed inside recess when outside recess is not possible due to inclement weather.”*]

Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active, and will serve as role models by being physically active alongside the students whenever feasible.

### ***Physical Activity Breaks (Elementary and Secondary)***

The District recognizes that students are more attentive and ready to learn if provided with periodic breaks when they can be physically active or stretch. Thus, students will be offered **periodic opportunities** to be active or to stretch throughout the day on all or most days during a typical school week. The District recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classroom time. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

The District will provide resources and links to resources, tools, and technology with ideas for physical activity breaks. Resources and ideas are available through [USDA](#) and the [Alliance for a Healthier Generation](#).

### ***Active Academics***

Teachers will incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies, and others) and do their part to limit sedentary behavior during the school day.

The District will support classroom teachers incorporating physical activity and employing kinesthetic learning approaches into core subjects by providing annual professional development opportunities and resources, including information on leading activities, activity options, as well as making available background material on the connections between learning and movement.

Teachers will serve as role models by being physically active alongside the students whenever feasible.

### ***Before and After School Activities***

ACA offers opportunities for students to participate in physical activity either before and/or after the school day (or both) through a variety of methods. ACA will encourage students to be physically active before and after school by: [ *Clubs, physical activity before and aftercare, varsity sports.*]

### ***Active Transport***

The District will support active transport to and from school, such as walking or biking. The District will encourage this behavior by engaging in *six or more* of the activities below; including but not limited to:

- Designation of safe or preferred routes to school
- Promotional activities such as participation in International Walk to School Week, National Walk and Bike to School Week
- Secure storage facilities for bicycles and helmets (e.g., shed, cage, fenced area)
- Instruction on walking/bicycling safety provided to students
- Promotion of safe routes program to students, staff, and parents via newsletters, websites, local newspaper
- Crossing guards are used
- Crosswalks exist on streets leading to schools
- Walking school buses are used
- Documentation of number of children walking and or biking to and from school
- Creation and distribution of maps of school environment (e.g., sidewalks, crosswalks, roads, pathways, bike racks, etc.)

#### IV. **Other Activities that Promote Student Wellness**

ACA will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. ACA will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

Schools in the District are encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District's curriculum experts.

All efforts related to obtaining federal, state, or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the DWC/SWC.

All school-sponsored events will adhere to the wellness policy. All school-sponsored wellness events will include physical activity opportunities.

#### ***Community Partnerships***

The District will [ *continue* ] relationships with community partners (i.e. Publix, Minuteman Press, Maple Dentistry, local businesses, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

#### ***Community Health Promotion and Engagement***

ACA will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families

will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.

As described in the “Community Involvement, Outreach, and Communications” subsection, ACA will use electronic mechanisms (such as email or displaying notices on the district’s website), as well as non-electronic mechanisms, (such as newsletters, presentations to parents, or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

### ***Staff Wellness and Health Promotion***

ACA will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. ACA promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

### ***Professional Learning***

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

GaDOE professional development resources will be used for professional learning.

*Glossary:*

**Extended School Day** - time during before and after school activities that includes clubs, intramural sports, band and choir practice, drama rehearsals, etc.

**School Campus** - areas that are owned or leased by the school and used at any time for school-related activities such as the school building or on the school campus, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields, and stadiums (e.g. on scoreboards, coolers, cups, and water bottles), or parking lots.

**School Day** - midnight the night before to 30 minutes after the end of the instructional day.

**Triennial** – recurring every three years.



Appendix A: School Level Contacts

School	Name	Title	Email Address	Role