

**OFFICE OF CHIEF ACADEMIC OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**May 21, 2015**

**OFFICE OF PROFESSIONAL DEVELOPMENT**  
**Mississippi School of the Arts**

I. Approval of the Mississippi School of the Arts Wellness Plan

**Executive Summary**

The document contains the Wellness Plan for the Mississippi School of the Arts. It details the policies and procedures as required by the Mississippi Department of Education. The document is based upon the state models for wellness as recommended from the Office of Healthy Schools at the Mississippi Department of Education.

This document has the following changes from the previous publication:

- Removal of outdated information
- Clarification on committee responsibilities
- Revision of formatting to be consistent with state model
- Addition of Abstinence Plus policy as approved by the SBE in May 2012
- Addition of counseling information

Recommendation: Approval

Back-up material attached

## Local School Wellness Policy

### Rationale:

The link between health of students and learning is well documented. If children are to be successful in school they cannot be tired, hungry, sick, suffering from drug abuse, or worried that school is an unsafe environment in which they could become a victim of a violent act. It has become apparent that problems such as poor nutrition, lack of physical activity, substance abuse, depression, teen pregnancy, obesity, bullying, and more – can adversely affect not only a child’s health, but also his or her *ability to learn!* And that is precisely why a coordinated approach to school health can make a difference! A coordinated approach to school health improves kids’ health and their capacity to learn through the support of families, schools, and communities working together. At its very core, a coordinated approach to school health is about keeping students healthy over time, reinforcing positive healthy behaviors throughout the school day, and making it clear that *good health and learning go hand in hand.*

### Goal:

All students in the Mississippi School of the Arts shall possess the knowledge and skills necessary to make healthy choices that promote healthy lifestyles. All staff members in the Mississippi School of the Arts are encouraged to model a lifestyle of healthy eating patterns and moderate physical activity as a valuable part of their daily lives.

To meet this goal, the Mississippi School of the Arts is committed to implementing a coordinated approach to school health. This policy is designed to effectively utilize school and community resources and to equitably serve the needs and interests of all students and staff, taking into consideration differences in culture.

### Commitment to Nutrition

The Mississippi School of the Arts will:

- Offer a school lunch program with menus that meet the meal patterns and nutrition standards established by the United States Department of Agriculture (USDA) and the Mississippi Department of Education (MDE), Office of Child Nutrition Programs.
- Offer school breakfast and snack programs (where approved and applicable) with menus that meet the meal patterns and nutrition standards established by the USDA and the MDE, Office of Child Nutrition Programs.
- Promote participation in school meal programs to students, families and staff.
- Operate all Child Nutrition Programs with school food service staff who are properly qualified according to current professional standards (MDE Policy 2001).
- Follow State Board of Education policies on competitive foods and extra food sales (MDE Policy 2002).
- Include goals for nutrition promotion, nutrition education, physical activity and other school-based activities to promote student wellness.

- Implement Nutrition Standards as adopted by the State Board of Education in accordance with the Mississippi Healthy Students Act (MDE Policy 4011), including:
  - ❑ Healthy food and beverage choices;
  - ❑ Healthy food preparation;
  - ❑ Marketing of healthy food choices to students, staff and parents;
  - ❑ Food preparation ingredients and products;
  - ❑ Minimum/maximum time allotted for students and staff lunch and breakfast;
  - ❑ Availability of food items during the lunch and breakfast periods of the Child Nutrition Breakfast and Lunch Programs; and
  - ❑ Methods to increase participation in the Child Nutrition School Breakfast and Lunch Programs.
- Establish guidelines in accordance with the Mississippi Beverage and Snack Regulations for all foods available on the school campus during the school day with the objective of promoting student health and reducing childhood obesity.

### **Commitment to a Food Safe School**

The Mississippi School of the Arts will:

- Implement a food safety program based on Hazard Analysis and Critical Control Points (HACCP) principles for all school meals, as required by the USDA and the MDE, Office of Child Nutrition Programs and ensure that the food service permit is current for the school site. HACCP Principles for K-12 schools can be downloaded at: <http://www.nfsmi.org/ResourcesOverview.aspx?ID=151>.
- Develop a food safety education plan for all staff and students, consistent with Fight Bac® ([www.fightbac.org](http://www.fightbac.org)) and other national standards for safe food handling at school.
- Ensure that all staff has viewed the video developed by the Office of Healthy Schools to support food safety on the school campus. For compliance with the Nutrition Standards, all staff must complete and sign pre and post-test developed by the Office of Healthy Schools and maintain documentation of completion. The video and Pre/Post Test can be downloaded at: [http://healthyschoolsms.org/ohs\\_main/instructionalvideo.htm](http://healthyschoolsms.org/ohs_main/instructionalvideo.htm).
- Provide copies of the school wellness policy to all school personnel (administrators, teachers, school nurses, instructional and health services paraprofessionals, food service staff, custodians and facilities managers, and administrative support staff) to include food safety policies and procedures and relevant resources. Examples of **resources include, but are not limited to the Center for Disease Control** <http://www.cdc.gov/healthyouth/schoolhealth/index.htm>) and the video developed by the National School Boards Association, Office of Healthy Schools, and *Eating Safely at School*, [http://www.mde.k12.ms.us/docs/teacher-center/eatingsafelyatschool\\_20140312143923\\_717581.pdf?sfvrsn=2http://schoolhealth.nsba.org/site/docs/42400/42324.pdf](http://www.mde.k12.ms.us/docs/teacher-center/eatingsafelyatschool_20140312143923_717581.pdf?sfvrsn=2http://schoolhealth.nsba.org/site/docs/42400/42324.pdf).
- Provide adequate access to handwashing facilities and supplies whenever and wherever students, staff, and families prepare, handle, or consume food.
- Ensure that the food safety assurance plan addresses strategies that minimize risks for students and staff who have food allergies and intolerances.

### **Commitment to Physical Activity/Physical Education**

The Mississippi School of the Arts will:

- Provide Physical Education/Activity in accordance with the Physical Education Rules and Regulations as approved by the State Board of Education in compliance with the Mississippi Healthy Students Act (MDE Policy 4012).
- Require fitness testing for high school students during the year they acquire the ½ Carnegie unit in physical education as required for graduation by the Mississippi Healthy Students Act (MDE Policy 4012).
- Offer a planned sequential program of physical education instruction incorporating individual and group activities, which are student centered and taught in a positive environment.
- Provide instruction based on the current version of the Mississippi Physical Education Framework.
- Implement the requirements of the Mississippi Healthy Students Act of 2007.
- Ensure that graduation requirements include ½ Carnegie unit in physical education.
- Establish or enhance physical activity opportunities (e.g., walking clubs or fitness challenges) for students and encourage participation in student-led fitness club as a support for healthy living.
- Create opportunities for students to voluntarily participate in before- and after-school physical activity programs like intramurals, clubs, and interscholastic athletics.
- Provide students with Body Mass Index (BMI – measurement of height, weight, and blood pressure) assessment annually. Upon request, educational materials and support for student personal goals will be available.

### **Commitment to Comprehensive Health Education**

The Mississippi School of the Arts will:

- Provide ½ Carnegie unit of health education for graduation in accordance with the requirements of the Mississippi Public School Accountability Standards, Process Standards for schools governed by SBE.
- Provide instruction based on the Mississippi Contemporary Health for grades 9-12 in accordance with the requirements of the Mississippi Public School Accountability Standards, Process Standards for schools governed by SBE.
- Implement the requirements of MS Code 37-13-171, which requires the development of a sex related education policy and instruction on medically accurate or evidenced-based abstinence-only or abstinence-plus curricula.

### **Commitment to a Healthy School Environment**

The Mississippi School of the Arts will:

- Ensure that there are no pad locks or chains on exit doors; so that exits are never obstructed in accordance with Mississippi State Fire Code.
- Ensure that all exit signs are illuminated and clearly visible.
- Ensure that all chemicals are stored properly in accordance with the Material Safety Data Sheet [www.msdssearch.com](http://www.msdssearch.com).
- Ensure that fire extinguishers are inspected each year and properly tagged.
- Complete yearly maintenance of the heating and cooling system in the school; check coils,

filters, belts, etc. in order to maintain safe operation and healthy air quality.

- Conduct at least one emergency evacuation drill per month.
- Establish an anti-bullying policy that outlines procedures for dealing with bullying situations in the school.
- Ensure that two means of egress are available in each classroom in case of an emergency. If there is only one door, a window (properly sized) will be designated as a means of egress.
- Never use extension cords as a permanent source of electricity anywhere on the school campus.
- Comply with the following applicable rules and regulations of the State Board of Education in the operation of its transportation program in accordance with MS Code §37-41-53; State Board of Education Policies 7903, 7904, and 7909; and Accreditation Standards.
  - Inspect all buses on a quarterly basis and ensure that they are well maintained and clean.
  - Require that all bus drivers have a valid bus driver certificate and a commercial driver's license and operate the bus according to all specified safety procedures. Maintain a record of yearly motor vehicle reports on each bus driver and evidence that each driver has received two hours of in-service training per semester.
  - Ensure arrival of all buses at their designated school sites prior to the start of the instructional day.
  - Conduct bus evacuation drills at least two times each year.
- Provide facilities that meet the following criteria of: MS Code §37-7-301 (c) (d) (j); 37-11-5, 49; 37-17-6(2) and 45-11-101; and Accreditation Standards.
  - Provide facilities that are clean.
  - Provide facilities that are safe.
  - Provide proper signage explaining that tobacco, weapons, and drugs are prohibited on the school campus and at school functions.
  - Provide operational facilities that are equipped and functional to meet the instructional needs of students and staff (in accordance with the Mississippi School Design Guidelines at <http://www.edi.msstate.edu/guidelines/design.php>).
  - Provide air conditioning in all classrooms.

Comply with the requirements for Safe and Healthy Schools (MS Code §97-32-9 (2000). Code §97-32-29 (2000), 37-3-81, 37-11-18, and 37-3-82(2); and Accreditation Standards):

- Maintain a comprehensive School Safety Plan on file that has been approved by the State Board of Education.; see the School Safety Manual and the MDE School Occupational Safety and Crisis Response Plan at: <http://www.mde.k12.ms.us/safe-and-orderly-schools/school-safety> .
- Prohibit the possession of pistols, firearms, or weapons by any person on school premises or at school functions. Any student who possesses a knife, a handgun, other firearm or any other instrument considered to be dangerous and capable of causing bodily harm or who commits a violent act on educational property will be subject to automatic expulsion for one calendar year. The superintendent of the school is authorized to modify the period of time for expulsion on a case-by-case basis.
- Prohibits possession or use of tobacco on any educational property for students or adults who,

if in violation, would be subject to a fine and issued a citation by a law enforcement officer.

Educational property is defined as any public school building or bus, campus, grounds, athletic field, or other property used or operated during a school-related activity.

- Conduct regularly scheduled meetings with the School Health Council to determine and discuss the current strengths, weaknesses, opportunities, and challenges associated with implementing and maintaining a healthy and safe school.

### **Commitment to Quality Health Services**

The Mississippi School of the Arts will:

- Ensure all school nurses are working under the current guidelines of the *Mississippi School Nurse Procedures and Standards of Care*.
- Provide teachers and staff with training regarding signs and symptoms of asthma. (MDE Policy 2393)
- Ensure that every child who has been diagnosed with asthma has an asthma action plan on file in the school office.
- Ensure that the school nurse attends at least one MDE sponsored training each school year.
- Ensure that the school nurse submits health services data on the 10<sup>th</sup> of each month for the previous month.
- Offer comprehensive health services for students, through the employment of school nurses, as a means to academic success.
- Collaborate with other school staff to provide health services as part of a coordinated school health program.
- Work with students, parents, and local healthcare providers to effectively manage and treat chronic diseases.

### **Commitment to Implementation of a Concussion Policy**

Mississippi School of the Arts will:

- Adopt a policy and form to assist in the proper evaluation and management of head injuries that specifies the following:
  - Remove a student who reports or displays any symptoms or signs of a concussion immediately from the physical activity. The student should not be allowed to return to the physical activity for the remainder of the day regardless of whether the student appears or states that he/she is normal.
  - Ensure that the student displaying signs of a concussion is evaluated by a licensed, qualified medical professional working within their scope of practice as soon as can be practically arranged.
  - Ensure that if the student has sustained a concussion, they should be referred to a licensed physician preferably one with experience in managing concussion injuries.
  - Ensure that the student who has been diagnosed with a concussion returns to physical activity only after full recovery and clearance by a physician. Recovery from a concussion, regardless of loss on consciousness, usually take 7-14 days after resolution of all symptoms.
  - Ensure that students return to physical activity after a concussion gradually and follow a progressive return to competition, as applicable. The student should not return to a physical activity before demonstrating that he/she has no symptoms.

- Ensure that the students do not return to practice or play while still having symptoms of a concussion. Sustaining an impact to the head while recovering from a concussion may cause Second Impact Syndrome, a catastrophic neurological brain injury.

### **Commitment to Providing Counseling, Psychological and Social Services**

The Mississippi School of the Arts will:

- Adhere to the details outlined in the Licensure Guidelines (451) when hiring guidance counselors, social worker, and/or psychologists.
- Provide at a minimum, a ½ time licensed guidance counselor for high school and ensure that all students have access to qualified student support personnel such as: guidance counselors, social workers, nurses, psychologists, psychometrists, and others (as required by the Mississippi Public School Accountability Standards, Process Standards for schools governed by the SBE).
- Hire school guidance counselors with a minimum of a Master's Degree in Guidance and Counseling, or in an emergency situation, an appropriate certification as determined by the Commission on Teacher and Administrator Education, Certification and Licensure and Development.
- Hire school guidance counselors who agree to abide by the American School Counselor Association Code of Ethics.
- Ensure that all school guidance counselors provide comprehensive counseling services such as:
  - ❑ Academic and personal/social counseling
  - ❑ Student assessment and assessment counseling
  - ❑ Career and educational counseling
  - ❑ Individual and group counseling
  - ❑ Crisis intervention and preventive counseling
  - ❑ Referrals to community agencies
  - ❑ Educational consultations and collaborations with teachers, administrators, parents and community leaders
  - ❑ Education and career placement services
  - ❑ Follow-up counseling services
  - ❑ Conflict resolution
  - ❑ Other counseling duties or other duties as assigned by the school principal
  - ❑ Health education on the topic of suicide prevention according to MDE Policy 2770
- Offer counseling, group assessments, interventions and other mental health services, as well as referrals to community health professionals.

### **Commitment to Family and Community Involvement**

The Mississippi School of the Arts will:

- Invite parents and community members to participate in school health planning by serving on the local School Health Council.
- Invite family or community members to eat a meal at school.
- Invite family and community volunteers to lead physical activities for children, such as lunchtime walkathons, weekend games, after-school programs, cheerleading, karate, aerobics, yoga, etc.

### **Commitment to Implementing a Quality Staff Wellness Program**

The Mississippi School of the Arts will:

- Make as a *Requirement* that all staff are aware of the Mississippi State and School Employees' Health Insurance Plan that has been enhanced to include WebMD, a wellness and health promotion program designed to help individuals live a healthy lifestyle and increase their overall wellness benefit.
- Provide health promotion programs for school staff to include opportunities for physical activity, health screenings, nutrition education, weight management, smoking cessation, and stress reduction and management.

### **Commitment to Marketing a Healthy School Environment**

The Mississippi School of the Arts will:

- Provide positive, consistent, and motivating messages about healthy lifestyle practices throughout the school setting.
- Involve students in the local school health council for planning and marketing school health messages throughout the school.

### **Commitment to Implementation**

The Mississippi School of the Arts will:

- Establish a plan for implementation of the school wellness policy.
- Designate one or more persons to ensure that the school wellness policy is implemented as written.
- Establish and support a School Health Council (SHC) that addresses all aspects of a coordinated school health program, including a school wellness policy (Mississippi Code of 1972 Annotated, Section 37-13-134).
- Conduct a review of the progress toward school wellness policy goals each year to identify areas for improvement.
- Prepare and submit a yearly report to the school board regarding the progress toward implementation of the school wellness policy and recommendations for any revisions to the policy as necessary.
- Use monitoring instruments, developed by the Office of Healthy Schools, to conduct a self assessment that identifies strengths and weaknesses toward implementation of the minimum requirements. Monitoring instruments can be downloaded at [www.mde.k12.ms.us/healthy-schools](http://www.mde.k12.ms.us/healthy-schools).
- Establish and support a School Health Council (SHC) that addresses all aspects of a coordinated school health program. The council will consist of the following:
  1. Principal
  2. School Nurse
  3. Director of Food Service
  4. Counselor
  5. Director of Residential Life
  6. Teacher
  7. Student
  8. MSA Parent Representative
  9. Community Representative



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Director of Human Resources  
Mississippi Department of Education  
359 North West Street, Suite 203  
Jackson, MS 39201  
(601) 359-3511

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employee.