

**Adopted: January 2018**

**Bug O Nay Ge Shig Wellness Policy  
Orig.2007**

**Revised: November 6, 2017**

**I. PURPOSE**

The purpose of this policy is to assure a school environment that promotes and protects students' well-being, health, and ability to learn by healthy eating and physical activity.

**II. GENERAL STATEMENT OF POLICY**

The Bug O Nay Ge Shig School is committed to providing a healthy school environment because:

- A. The School Board recognizes that nutrition education and physical education are essential components of the educational process and that good health fosters student attendance and academic success.
- B. The school environment should promote and protects students' health, well-being, and ability to learn.
- C. Children need access to health foods and opportunities to be physically active in order to grown, learn, thrive, and achievement academic success.
- D. Food Service personnel will take reasonable measures to ensure that student access to foods and beverages meet or exceed all Federal, state, and local laws and guidelines.
- E. Vending machines will not be allowed on Bug O Nay Ge Shig campus.
- F. All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- G. Bug O Nay Ge Shig School will operate a School Breakfast Program and will notify parents of the availability of the program.
- H. Bug O Nay Ge Shig School will schedule lunch periods after recess periods in order to increase student food intake and reduce food waste.
- I. Bug O Nay Ge Shig staff will limit the use of food or beverages as rewards for academic performance or good behavior.
- J. The Food Service Department will be financially self- supporting.
- K. The School Board requires all food service personnel to possess appropriate certification and training aligned to the responsibilities of the personnel.
- L. Healthy eating and nutrition awareness will be integrated into areas of curriculum to include Family and Consumer Science classes, health classes and other subject areas as appropriate.
- M. The Bug O Nay Ge Shig District will establish and maintain a Wellness Committee for students and staff.
- N. The Food Service Director will implement the Wellness Policy.
- O. An annual report of the school's compliance with the policy will be given to the superintendent and School Board by the Wellness Committee.
- P. School spaces and facilities will be available to students, staff, and community members before, during and after the school day and on weekends in order to promote physical activity and nutrition programs.

Adopted: January 2018

Bug O Nay Ge Shig Food Service Policy  
Original.2007

Revised: November 15, 2017

**I. PURPOSE**

**The purpose of this policy is to assure that the school environment promotes and protects students' health and well-being and the ability to learn by supporting healthy eating and wellness opportunities.**

**II. GENERAL STATEMENT OF POLICY**

**The Bug O Nay Ge Shig School Food Service Department is dedicated to providing nutrition education and healthy eating. This will be accomplished by supporting the following:**

- A. Students will have access to a variety of nutritious and appealing foods that meet the health and nutrition needs of students. The cultural diversity of the Bug O Nay Ge Shig student body will be taken into consideration in meal planning.
- B. All foods and beverages made available on campus (including concessions and a la carte cafeteria items) will be consistent with current USDA Dietary Guidelines for Americans.
- C. Food and beverages offered over the course of a school week will be nutrient dense, including whole grain products and fiber-rich fruits and vegetables to provide students with a variety of choices to maintain a balanced diet.
- D. Foods and beverages available during the school day minimize the use of trans and saturated fats, sodium, and sugars as defined by dietary guidelines.
- E. The Food Services Department will approve and provide all food and beverage sales to students attending the Bug O Nay Ge Shig District.
- F. Food Service Department, food service employees, and teachers will teach students about appropriate nutrition food choices and explain any restrictions on possible allergies or other restrictions on safe choices for food selections.
- G. Bug O Nay Ge Shig staff will coordinate field trip needs so that appropriate planning and provisions are completed by the Food Service Department.
- H. The Food Service Director will establish a Nutrition Committee that will work on the creation of nutrition guidelines and procedures for the selection of foods, services, and activities that are consistent with USDA Dietary Guidelines. This committee will monitor and evaluate the school's implementation of the District's Wellness Policy (Adopted January 2018).

- I. The Food Service Director and the Nutrition Committee will make recommendations for appropriate meal programs and snacks teachers can use with classes during the regular school day as well as appropriate nutritional information designed to provide students with knowledge to promote wellness and skills necessary to protect their health.
- J. The Nutrition Committee will provide information to families that encourage them to teach their children about health and position nutrition choices.
- K. The Food Service Director, will in collaboration with the Superintendent and Business Office, make recommendations for professional development opportunities for all food service personnel in the District.

Revised: November 15, 2017

**I. PURPOSE**

**The purpose of this policy is to assure that the school environment promotes and protects students' health and well-being and the ability to learn by supporting healthy eating, physical activities, and wellness opportunities.**

**II. GENERAL STATEMENT OF POLICY**

**The Bug O Nay Ge Shig School Food Service Department is dedicated to providing physical education program and activities. This will be accomplished by supporting the following:**

- A. All students in grades K-8, including students with disabilities, special health-care needs, will receive regular physical education for 120 minutes per week.**
- B. Students in grades 9-12 are required to take physical education classes equivalent to 1.5 semester credits as set by the Bug O Nay Ge Shig School Board.**
- C. A certified physical education teacher will teach all physical education classes for grades K-12.**
- D. Physical education courses will be in the environment where students learn, practice and are assessed on developmentally appropriate motor skills, social skills, and knowledge of appropriate wellness experiences.**
- E. Interscholastic or intramural sports will not be substituted for meeting the physical education requirements.**
- F. Students will spend at least 60% of physical education class time participating in moderate to vigorous physical activity.**
- G. Classroom health education will reinforce the knowledge of self-management skills needed to maintain a healthy lifestyle.**
- H. Opportunities for physical activity will be incorporated into other subject lessons (science, math, and social studies); teachers will provide short physical activity breaks between lessons or classes as appropriate.**
- I. All elementary students will have at least 20 minutes a day of supervised recess outdoors in order to provide additional opportunities for physical activities.**
- J. Bug O Nay Ge Shig will offer extracurricular physical activity programs and interscholastic sports.**
- K. Teachers, administration, and other school personnel will not use physical activity or withhold opportunities for physical activity as discipline.**
- L. The physical education teacher will be a member of the Wellness Committee to collaborate health and wellness activities effective practices for Bug O Nay Ge Shig students.**

Adopted: January 2018

Bug O Nay Ge Shig Fundraising Policy  
Original: 2007

Revised: November 15, 2017

**I. PURPOSE**

The purpose of this policy is to assure that the school environment promotes and protects students' health and well-being.

**II. GENERAL STATEMENT OF POLICY**

The Bug O Nay Ge Shig School District provides the following guidelines for fundraising in order to assure all fund raising activities are acceptable and support the wellness of students. This will be accomplished by supporting the following:

- A. The Bug O Nay Ge Shig District will comply with the United States Department of Agriculture (USDA) *Smart Snacks in Schools Standards* and the *Healthy, Hunger-Free Kids Act of 2010* that allows for healthier snacks that children have to choose from, thus limiting junk food in the school setting.
  - 1. *Smart Snacks* will ensure that children are offered tasty and nutritious foods during the school day.
  - 2. *Smart Snacks* support efforts by food service staff, school administrators, teachers, parents and the school community to instill healthy habits in students.
  - 3. USDA standards do not apply to activities that take place outside of the school day.
- B. Bug O Nay Ge Shig organizations will coordinate fundraisers with the school's administration to assure that fundraisers comply with the requirements set by the USDA and follow recommendations from the Wellness Committee.
- C. Fundraising will support children's health and school nutrition education efforts.
- D. Bug O Nay Ge Shig District will encourage fundraising in support of the school's mission.
- E. The District will encourage activities that promote physical activity.

**III. The objectives of fundraising procedures are:**

- A. To present an effective fundraising plan.
- B. To ensure that prior approval is obtained for fundraising activities.
- C. To ensure that the fundraising activity is helping all students be participants in school activities and contributing to healthy choices.
- D. To ensure proper accounting and receipts of all funds.
- E. To engage all employees in a fundraising process for the benefit of its children, staff, and community.

#### **IV. Fundraising Authorization**

- A. Prior approval is required for all fundraising activities. The request is due to administration two weeks prior to the fundraising event.**
- B. The Request for Fundraising must be completed two weeks prior to the fundraising event and submitted to administration for review and approval; the superintendent must approve the event/and or special requests for fundraising.**
- C. Upon approval, the advisor/supervisor for the event will enter the event on the Outlook Calendar.**
- D. Administration will be informed of any changes regarding the fundraising event.**
- E. The Fundraising Follow-up Form will be completed within forty-eight hours of the end of the event and submitted to administration for review.**

#### **V. Department Responsibilities**

- A. Fundraising should be completed at after school activities whenever possible or receive authorization to complete at the end of lunch.**
- B. Notices for fundraisers will be approved by administration.**
- C. The Request for Fundraising must be completed two weeks prior to the event; the event will be placed on Outlook to assure no more than four fundraisers are scheduled per month.**
- D. The advisor/supervisor will plan and conduct the fundraiser event with students or specific school groups; no instructional time will be lost due to a scheduled fundraiser.**
- E. Fundraisers will be limited to six per month.**
- F. All funds from the fundraiser will be submitted to the Business Office within twenty-four hours of the event.**
- G. The advisor will complete the follow-up fundraising form to assure a final review of the event and submit to administration.**

#### **VI. Business Office Responsibilities**

- A. The event funds will be submitted to the Business office within twenty-four hours of the event to assure proper accounting procedures are maintained.**
- B. The business manager may act as a resource to clarify fundraising procedures, required forms, and timelines.**
- C. Review fundraising information in Time Card and Procedure Manual for further information (p.1&2).**

## **Fundraising Follow-up Form/2018-2021**

**(Submit within twenty-four hours of completed event)**

**Name of Department/Grade** \_\_\_\_\_

**Name of Advisor/Teacher** \_\_\_\_\_

**Name of Fundraiser Activity** \_\_\_\_\_ **Date of Event** \_\_\_\_\_

**Amount Raised from Fundraiser** \_\_\_\_\_

**Turn in raised funds to the Business Office by next business day.** \_\_\_\_\_  
(initial)

**Date funds were turned in to the business office** \_\_\_\_\_

**Did you find your activity to be a success? Why or why not?**

**Signature of**  
**Advisor/Supervisor** \_\_\_\_\_ **Date** \_\_\_\_\_

## Fundraising Authorization/2018-2021

Name of Department/Grade fundraising: \_\_\_\_\_

Intended use of funds: \_\_\_\_\_  
\_\_\_\_\_

Dates of fundraising activity: Begins \_\_\_\_\_ Ends \_\_\_\_\_

Who will be assisting with the fundraiser? \_\_\_\_\_

Do you anticipate asking for other dates to conduct fundraisers for this need? \_\_\_\_ Yes \_\_\_\_ No

What will you use or sell to raise your desired funds? \_\_\_\_\_  
\_\_\_\_\_

Advisor/Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

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Approved Disapproved \_\_\_\_\_ Date \_\_\_\_\_  
(circle above) Principal

Approved Disapproved \_\_\_\_\_ Date \_\_\_\_\_  
(circle above) Business Manager

Approved Disapproved \_\_\_\_\_ Date \_\_\_\_\_  
(circle above) Superintendent

Comments: