



**Texas Department of Agriculture**  
**Local Wellness Policy Checklist**

**FND-105**

COMMISSIONER SID MILLER

<b>SECTION A</b>	<b><sup>1</sup> APPLICANT INFORMATION</b>		
	Contracting Entity (CE) Name <b>Pflugerville ISD</b>	CE ID Number <b>01069</b>	Education Service Center (ESC) <b>Region 13</b>
	Authorized Representative Name <b>Dr. Kenneth Adix</b>	ESC Child Nutrition Program (CNP) Specialist's Name <b>Deborah Moody</b>	
<b>SECTION B</b>	<b><sup>1</sup> IMPLEMENTATION</b>		
	1. CE has submitted documentation to support a local wellness policy that indicates implementation was effective within 12 months of approval of program application.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	<b><sup>2</sup> DEVELOPMENT OF POLICY</b>		
	1. Involves parents		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	2. Involves students		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	3. Involves representatives of the CE		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	4. Involves school board/administrators		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	5. Involves school/site		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	6. Involves the public		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	A box marked "No" or "N/A" requires an explanation in the Notes section. The "N/A" box can only be marked if the question is not applicable to program regulations.		
	<b>Notes</b>		
	<b><sup>3</sup> GOALS AND GUIDELINES</b>		
1. Includes goals for nutrition education designed to promote student wellness		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
2. Includes goals for physical activity designed to promote student wellness		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
3. Includes goals for other school-based activities designed to promote student wellness		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Includes nutrition guidelines for all foods and beverages available at each site during the school day		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
5. Provides assurance that guidelines for reimbursable meals shall not be less restrictive than the regulations and guidance of the Child Nutrition Act and then National School Lunch Act		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A box marked "No" or "N/A" requires an explanation in the Notes section. The "N/A" box can only be marked if the question is not applicable to program regulations.			
<b>Notes</b>			

This document becomes public record and is subject to disclosure. With few exceptions, you have the right to request and be informed about the information that the State of Texas collects about you. You are entitled to receive and review the information upon request. You also have the right to ask the state agency to correct any information that is determined to be incorrect. (Reference: Government Code, Sections 552.021, 552.023, and 559.004.)



<b>SECTION B (CONTINUED)</b>	<b><sup>4</sup> MEASUREMENT OF IMPLEMENTATION</b>		
	1. Policy establishes a plan for measuring implementation of the local wellness policy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	2. Policy designates one or more persons responsible for implementation and monitoring within the CE or at each school/site of the local wellness policy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	3. Designated person(s) has (have) the operational responsibility for ensuring that the school/site meets the local wellness policy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	4. Designated person(s) is (are) responsible for measuring implementation of the policy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	A box marked "No" or "N/A" requires an explanation in the Notes section. The "N/A" box can only be marked if the question is not applicable to program regulations.		
	<b>Notes</b>		

<b>SECTION C</b>	<b><sup>1</sup> SIGNATURES</b>		
	Signature of Authorized Representative <i>Kenneth R. Ady, PhD</i>	Title Chief Financial Officer	Date (mm/dd/yy) 08 / 16 / 2016
	Signature of ESC CNP Specialist		Date (mm/dd/yy) / /
	Signature of TDA official		Date (mm/dd/yy) / /



## Federal/State Policies and Procedures

### **USDA Guidance/Requirements for Implementing a Local Wellness Policy:**

As of the first day of the school year beginning after June 30, 2006, each Contracting Entity (CE) participating in a program authorized by the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.) or the Child Nutrition Act of 1966 (42 U.S.C. 1771 et seq.) shall establish a local school wellness policy for schools/sites operating under the CE that, at a minimum: includes goals for nutrition education, physical activity and other school-based activities that are designed to promote student wellness in a manner that the CE determines is appropriate; includes nutrition guidelines selected by the CE for all foods/milk available on each school/site under the CE during the school day with the objectives of promoting student health and reducing childhood obesity; provides assurance that guidelines for reimbursable school meals and milk shall not be less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to Subsections (a) and (b) of Section 10 of the Child Nutrition Act (42 U.S.C. 1779) and Section 9(f)(1) and 17(a) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1758(f)(1), 1766(a) as those regulations and guidance apply to CEs/schools/site; establishes a plan for measuring implementation of the local wellness policy, including designation of one or more persons within the CE or at each school/site, as appropriate, charged with operational responsibility for ensuring that the school/site meets the local wellness policy; and involves parents, students, and representatives of the CE, the school board, school/site administrators, and the public in the development of the local wellness policy.

The Secretary of Agriculture, in coordination with the Secretary of Education and in consultation with the Secretary of Health and Human Services, acting through the Centers for Disease Control and Prevention, shall make available to local education agencies, CEs and State educational agencies, on request, information and technical assistance for use in establishing healthy nutrition environments, reducing childhood obesity, and preventing diet-related chronic diseases. Technical assistance provided by the Secretary under this section shall: include relevant and applicable examples of schools/sites and CEs that have taken steps to offer healthy options for foods sold or served in schools/sites; include such other technical assistance as required to carry out the goals of promoting sound nutrition and establishing healthy nutrition environments that are consistent with the local wellness policy, be provided in such a manner as to be consistent with the specific needs and requirements of local educational agencies, and be for guidance purposes only and not be construed as binding or as a mandate to CEs or state educational agencies.

### **Responsibilities of Texas Department of Agriculture (TDA) Food and Nutrition (F&N):**

The TDA F&N will provide technical assistance and required training to the local CE operating the School Nutrition Programs (SNP) through the ESC Child Nutrition Program (CNP) Specialist. TDA F&N will supply training materials for the wellness policy training sessions and offer resources for CEs through TDA's website at <http://www.squaremeals.org/>. Copies of all local wellness policies and their corresponding completed checklists will be reviewed by the TDA F&N and placed in the CE's file. This requirement will be monitored during the scheduled Administrative Review.



## SECTION D (CONTINUED)

**Federal/State Policies and Procedures:**

TDA F&N will distribute the Wellness Policy Checklist to CE, as needed, thru the ESC CNP Specialist for use as a self-evaluation tool.

TDA F&N will provide technical assistance and required training to the CE through the ESC CNP Specialist. The training sessions should provide all the information CEs need to develop a local wellness policy that meets the requirements of the 2004 Reauthorization Act. The ESC CNP Specialist will review all local wellness policies adopted by the CEs in their region and will complete the Wellness Policy Checklist to verify all local wellness policies meet the minimum requirements established by the 2004 Reauthorization Act and USDA. The ESC CNP Specialist will sign and submit a copy of the written local wellness policy and completed checklist to the TDA F&N for final review and to be placed in the CE's file.

**Responsibilities of the CE:**

CEs must submit to regional ESC CNP Specialist(s) documentation to support a local wellness program that complies with the USDA Guidance and includes a date for implementation.

As of the first day of the school year beginning after June 30, 2006, the CE is responsible for the actual development of the policy and for meeting the minimum requirements established by the 2004 Reauthorization Act.

