

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Rd.
Peterborough, New Hampshire
CONTOOCCOOK VALLEY SCHOOL DISTRICT**

FOOD SERVICE/WELLNESS COMMITTEE

**Monday, May 9, 2022
SAU Office**

6:00 PM

Agenda

Committee Members:

- Richard Dunning, Chair
- Greg Kriebel
- Keira Christian
- Liz Swan
- Kelly Parker

- 1. Call Meeting to Order**
- 2. Accept Minutes of March 24, 2022**
- 3. Lunch Program Update**
- 4. Policy Review**
 - JLC: Student Health Services
 - JLCF: Wellness
- 5. Adjourn**

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106 Hancock Rd.
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CONTOOCOOK VALLEY SCHOOL DISTRICT
FOOD SERVICE/WELLNESS COMMITTEE

Thursday, March 24, 2022
SAU Office

5:00 PM

Minutes

Committee Members:

- Richard Dunning, Chair
- Greg Kriebel
- Keira Christian
- Liz Swan
- Kelly Parker

Present: Richard Dunning, Greg Kriebel, Kelly Parker, Lori Schmidt

1. Call Meeting to Order

Dick Dunning called the meeting to order at 5:01 p.m.

2. Elect Food Service/Wellness Committee Chair

Greg Kriebel moved to elect Dick Dunning as Committee Chairman. Kelly Parker second. Unanimous.

Dick Dunning recommended asking the high school to ask a student to sit on this committee. A nurse and community member would also be beneficial. A parent was also suggested to sit on this committee as well.

Quarterly meetings will be typical after some of the business that needs to be addressed are completed.

There are several policies that need to be reviewed. Policy JLC was referenced and should go for a first read soon. JLCF was referenced as well.

A Shared "Food Service/Wellness Committee" Drive has been created for this committee. It will contain agendas and other materials needed to conduct the business of this committee.

3. Accept Minutes of August 26, 2021

Greg Kriebel moved to accept the minutes of August 26, 2021. Kelly Parker second. Greg Kriebel abstained. Motion carried.

Dick Dunning suggested meeting the second Monday of each month at 5:30 p.m. Confirmed.

4. FY' 22 Report through January

Lori Schmidt reminded the committee that ConVal contracts food service out to Fresh Picks. Monthly reports are provided to the Business Office.

Revenues are exceeding what was budgeted as a result of free meals and receiving funds. A \$66K loss was projected however, we are currently at a \$14K loss.

Greg Kriebel said that Cornucopia would like to connect with CV to discuss fresh fruits and vegetables.

Dick Dunning said that if Food Service does not have a pick-up person they should make ConVal aware of the situation. Connections will be made.

5. Summer Program

Lori Schmidt said that previous discussion has taken place. ConVal was recently notified that the USDA has not extended the waivers. We need to have an average of 50% at the free and reduced level. Once obtained, it remains for five years. Those that previously qualified have expired. ConVal no longer qualifies. Lori said that she does not believe that we will be able to continue to offer the program.

Dick Dunning said that ConVal cannot bear the cost of the summer program. The program would run at a loss at ConVal expense.

Dick Dunning recommended discontinuing the summer program.

End 68 Hours of Hunger and local pantries were noted resources for food.

6. Free Meals Status

Waivers have gone away. ConVal is resuming the status prior to COVID which is Free, Reduced, and paying students in the next school year. For FY'21, lunch rates were raised but then it was free.

Rate determination is detailed. Meal prices need to be raised and communicated in the current school year for the 2022/2023 school year. Adult meal prices will be raised as well.

Lori will bring recommendations forward when she has information from the Federal Government.

Kelly Parker asked how meals will be served going forward. She noted the extraordinary amount of plastic being used. Lori shared information about the individual schools. Discussion took place.

7. Wellness

The Wellness Policy will be reviewed. The Food Service and Wellness Committees combined several years ago. Wellness topics need to be part of the discussion and incorporated here.

8. Aging Report

A financial report that looks at receivables and how old they are was shared.

It reflects overdrawn accounts for student balances.

Lori will look at what the activity reflects and how Fresh Picks charges for items.

Students are not denied a meal. We can provide an alternate meal but students need to receive a fully reimbursable meal with the full requirements.

Guidelines to encourage students to stay current with accounts will be developed. When an account reaches \$20 owed, a statement goes out to the family.

ConVal cannot be the only district with this problem. How is it handled elsewhere?

Data will be gathered and a recommendation will come forward.

A collection agency was suggested as well as other alternatives.

9. Other

None.

Meetings will take place the second Monday of the month at 5:30 through June.

Greg Kriebel motioned to adjourn at 5:49 p.m. Dick Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok

JLC – Student Health Services

The School Board may appoint a school nurse to function in the school health program. A school nurse shall be a registered professional nurse licensed in New Hampshire, working within nursing scope of practice as defined by New Hampshire Board of Nursing.

The Board may employ or contract with a Licensed Practical Nurse (LPN) or a Licensed Nursing Assistant (LNA) to work under the direct supervision of the school Registered Nurse (RN).

Responsibilities of the school nurse, LPN, and LNA are outlined in the job descriptions for their respective positions. In addition, the Superintendent or his/her designee may assign additional duties to the school nurse, LPN, or LNA.

Personnel qualified to carry out appropriate school health-related activities as defined by EBBC/JLCE shall be available to each school in the District. All injuries or illnesses occurring during the school day shall be reported to the school nurse or the building principal. The school nurse, principal, or designee will notify parents before a student who is injured or ill is permitted to go home and the student's dismissal will be contingent upon parent authorization.

Emergency medical care will be provided pursuant to the guidelines of Board Policy EBBC/JLCE. Any pupil who is required to take prescribed medication during the school day will do so in a manner consistent with District policies and procedures, including policy JLCD and appendix JLCD-R, and the provisions of Department of Education Rule 311.02.

Legal References:

RSA 200:27, School Health Services

RSA 200:29, School Nurse

RSA 200:31, School Health Personnel

NH Code of Administrative Rules, Sec. Ed. 306.12, School Health Services

Category: P

See also EBBC, JLCE

1st Read: March 31, 2009

2nd Read: April 28, 2009

Adoption: April 28, 2009

Amended: July 16, 2013

< JLA - Student Insurance Program

JLCA - Physical Examinations Of Students (<https://schoolboard.convalsd.net/district-policies/jlca-physical-examinations-of-students/>)

JLCF – Wellness

The Contoocook Valley School District is committed to providing a school environment that enhances learning and the development of lifelong wellness practices.

To accomplish these goals, the Board directs the administration to implement rules and regulations aimed at ensuring:

- Child Nutrition Programs will comply with federal, state, and local requirements, and will be accessible to all children.
- Sequential and interdisciplinary nutrition education will be provided and promoted.
- Patterns of meaningful physical activity that connect to students' lives outside of physical education will be encouraged.
- Physical education programs will meet federal and state regulations and standards.
- School-based activities will be consistent with local wellness policy goals.
- All food made available on school grounds during school hours, including vending concessions, a' la carte, student stores, parties, and fund raising will be consistent with Competitive Food Guidelines for K-12 schools.
- At least 75% of all food made available on school grounds after school dismissal, including vending, concessions, a' la carte, student stores, parties, and fundraising will be consistent with the Competitive Food Guidelines for K-12 Schools.
- All beverages made available on school grounds, including vending concessions, a' la carte student stores, parties, and fund raising will be consistent with the Competitive Food Guidelines for K-12 Schools.
- All foods provided by the District will adhere to food safety and security guidelines.
- The school environment will be safe, pleasing, and comfortable, and will allow ample time and space for eating meals.
- Food will not be used as a reward or punishment, unless necessitated by a student's Individualized Education Plan/504 Plan.
- Implementation/monitoring of this policy will be reported to the School Board annually by the Superintendent's designee, with recommendations for guideline changes if necessary or appropriate.

Legal References:

RSA 189:11-a, Food and Nutrition Programs

Section 204 of Public Law 108-265, Child Nutrition and WIC Reauthorization Act of 2004

NH Code of Administrative Rules, Section Ed. 303.01 (g), Duties of School Boards

NH Code of Administrative Rules, Section Ed. 306.11, Food & Nutrition Services

NH Code of Administrative Rules, Section Ed. 306.40, Health Education Program

NH Code of Administrative Rules, Section Ed. 306.41, Physical Education Program

FDA Food Code

Category: P

Adoption: May 17, 2011

Amended: February 5, 2013

Amended: February 4, 2014

< JLCEA - Use Of Automated External Defibrillator(s)

JLCJ - Concussions And Head Injuries (<https://schoolboard.convalsd.net/district-policies/j-students/jlcj-concussions-and-head-injuries/>)