



## Healthy Schools Wellness Policy/Local Wellness Policy Meeting Minutes

Menu Advisory Board Meetings Minutes

Food Service Management Advisory Board Meeting Minutes

**Date:** Wednesday, March 22, 2023

**Location:** Zoom

**Note taker:** Yubani Figueroa, Account Specialist Senior

### Attendees and Introductions:

Anabel Short- Director of Food Services  
 Scott Fedewa- District Chef  
 Yubani Figueroa- Account Specialist Sr./Liaison  
 Marcus Wilkins-Assistant General Manager  
 Yolanda Carrasco-Assistant General Manager  
 Ryan French- Chief Financial Officer  
 Jose Urquijo – PE teacher at Collier  
 Arti Maharaj – Parent/Office Support Specialist Sr.  
 Andrea Zechmann – Maricopa Country Nutrition

### Establishing Members:

Each month we are encouraged to bring a friend to the next meeting. We are continuing with our goal to encourage more participation, create a team of volunteer members for the committees. This volunteer committee meets four times each school year and can be made up of Nutrition Specialists, Teachers, District Administrators, school nurses, parents, wellness advocates, students, and community members who have a passion for wellness and understand the importance of proper nutrition and adequate physical activity in our schools.

What is the wellness meeting about: goals for the year, caterings, gardening, farmers market, accountability for our tasks. ADE feedback is that is our wellness policy is well run.

Anabel Rubio welcomes everyone, acknowledges there are fresh faces and opens the floor for introductions, affirmations, ideas, and thoughts.

### Goals:

Attention to mindset and taking on the initiative instead of being reactive; being proactive and creating new experiences for the kids. Being in communication and informative for the students. Meeting with the intent to have new ideas for students with students in mind.

---

Encouragement of community lifeline to express what they need. What they like or do not like about particular food.

We need to communicate effectively and continue identifying areas of strength in the Healthy Schools Wellness Plan Aka Local Wellness Policy (LWP), Menu Advisory Board and the Food Service Management Advisory Board as leaders. Our goals as leaders are reviewed each meeting to discuss the requirements to communicate effectively with others to align with the districts mission, vision, and goals for public involvement, public updates, policy leadership and our evaluation plan. Our goals are to identify areas of strength in all of the LESD wellness committees and report the progress made in each wellness initiative. By communicating with all stakeholders, we are able to encourage others to join the committee.

*Policy & Elements of LWP*—Maricopa County Department of Public Health Office of School Health and Wellness Initiatives shared "Littleton School District is doing very good!" We meet all of the requirements for a district-wide wellness committee. We meet at least 4 times per year and have seen big improvements since the creation of our wellness policy in all areas to include food and beverage marketing, healthier food and beverage options, and physical activity. Anabel reviews the current Local Wellness Policy with the group. Continuing strong with practicing good habits and meeting all goals.

#### **Affirmations:**

Identify which areas are going well in Health and Wellness and throughout the district organization:

- Anabel – affirms everyone, the food service staff, and the Littleton community--kudos!

#### **Review Nutrition Initiatives:**

This is the third meeting of the year. We will continue to identify what we want in areas of strength in our wellness program. We will report the progress as we review specific aspects of our written plan, determine the significance of food on students' academic progress, analyze survey results with our current guidelines, understand the requirements, assess our current policy and implement new requirements.

#### **Thoughts and Ideas**

Anabel welcomes everyone in, at the last meeting we reviewed our extensive wellness policy and each participant read through each paragraph. We went through recommendations and planned for an update for this school year. Anabel shares her screen to go over the most recent updates to the local wellness policy meeting. Updates covered included links for resources, definition of school day related to food, allowed and prohibited foods, nutrition promotion and communication, permit guidance. Almost all items simply needed to be added and are already an active part of Littleton Wellness.

Re-cap regarding roving chef as a favorite by students. Students are a chef for a day, they get a picture, and certificate. Also, Collier Garden coordinator has great vision and will be sharing

---

---

pictures before and after. Fine Arts and Estrella Vista still need to be worked on. In addition, Wellness Champions is on-going and while some of us are already doing the work, it is important to communicate active participation in order to receive the incentive. Active participation includes meeting attendance and sharing what is going on at the school site. Anabel asks everyone if there are any concerns about the menu and thanks all for attending the meeting.

Scott speaks about Roving chef currently taking place twice a month. As of recently, Roving Chef has been an event almost every Friday, about three times a month. Students enjoyed cooking with some of the garden vegetables such as the kale and seasoning with garlic and onion. The students also enjoyed roasted radishes; they loved it! March 31<sup>st</sup> is our next Roving Chef at Fine Arts. One hour is long for the students to try and keep their attention but not too bad overall; the students stay engaged. Cooking for the kids is the best and seeing the kids try new items is an exciting part of being a Chef at Littleton. What Roving chef does, is it takes 10-12 students from 1<sup>st</sup> and 2<sup>nd</sup> grades and gives them the opportunity to be involved and learn about food options. Students really like the kitchen tour (especially the freezers), there is also a great learning opportunity to follow a recipe and enjoy most food at the cafeteria.

Andrea offers anything necessary for Roving Chef as far as materials and for giveaway opportunities, like measuring cups. Andrea noted to add Roving Chef to the local wellness policy. There may be paper chef hats for students to take home that Andrea may be able to supply. Also, if there are any garden items needed, she can provide additional resources.

Yolanda informs the group there are 5 of 7 schools that have a garden coordinator. There are great ideas floating around to spruce up the gardens, for example, there is a new sitting area at Collier. Students created garden signs and a library area so that they are able to be outside and enjoy the setting. Quentin students have strawberries coming in and had great growth over the spring break. Students were able to notice a difference and were very excited about it.

<b>Review of Continuing/New Nutrition Initiatives:</b>
--

- *Farmers Market Events*— The Fall Farmer’s Market normally takes place at Estrella Vista, Littleton, and Collier and the Spring Farmer’s Market normally takes place at Country Place, Quentin, Tres Rios, and Fine Arts. These events are held to encourage students to try new fruits and vegetables. The fruits and vegetables selected are ones in season and are checked for quality and flavor before being given to the students.  
It is an SFE initiative during recess hosted every year. SFE orders fruits and veggies and set up stations; provides nutrition education to students at each school site. Hosted in Fall and Spring.
- *Brain Breaks* – Ryan has worked with a couple of classrooms to create brain breaks for the students. This year, he wants to get more schools and classrooms involved on a more frequent schedule. He is open to ideas that may come from staff, students, or any other stakeholders.  
-Ryan breaks the monotony in the classroom. Last year the games pertained to classroom tests. Ryan is open to any type of brain breaks that applies education and helps trigger memory learning methods.  
-Anabel suggested a video brain break as a popular break.

---

FY2022/2023 Meetings  
March 22, 2023  
Location: Zoom  
Time: 3:00PM-4:00PM

- 
- *HUSSC Grant/Award requirements*- This grant is a voluntary, nationwide program that promotes healthier school environments through a school's promotion of good nutrition and physical activity. The four levels of performance include Bronze, Silver, Gold, and Gold Award of Distinction. We will look into how to qualify to see if Littleton can apply for this award. Typically this is done every year, however during the current covid-19 circumstances applying for grants has not occurred.
  - *Worm Activities* —worm activity in which students learned all about worm farm, how to maintain them, and then use them to help produce compost for the school gardens. It is about worm farms to create new soil; lady bugs as well; Anabel learned worm are a good fertilizer for gardening; it was a learning curve about how to keep them alive.
  - *Equipment Grant application* — We have received the grant in past years and were able to purchase a new serving line for Collier. It has not opened this year but when it does, we will be applying again.
  - *Grants* – We are not currently working on applying to any grants but we are always on the lookout for grants that will benefit LESD.
  - *Gardens* — Gardens are being cleaned up, and planting will begin soon with the plants/produce in season. Every school has a garden coordinator who will get students and volunteers involved in helping maintain them.  
-Cleaned up and planting will soon begin; each school will have a coordinator; meeting and events with each school and activities. Lisa has done a great job taking charge of this activity.
  - *Exercise & Wellness Program* — This program is continuing this year and new incentives and ideas will be brought in. Looking into an incentive program such as Fit Bucks and this will be continued. This is still an idea for the future; it is about focusing on the little details (ex: arriving on time); supporting doing small great thing to accomplish greater things in the long term.
  - *Breakfast in the Classroom* — This program will continue this year. Littleton is appreciative that we are able to participate and qualify for this program at no cost to our students. This program takes a lot of dedication and collaboration from everyone, so everyone involved is appreciated. Tally sheets being used during this time; somewhat out of context but getting breakfast to students has been great.
  - *Smoothies* — Smoothies are a big hit with the students. Twice a month, kitchen staff spend all morning preparing them with fresh ingredients. This will continue this school year and we will continue looking for new smoothie recipes as well.  
-Encourages comradery; making smoothies is a teambuilding moment; the reward is great as everyone enjoys the smoothies.
  - *Roving Chef Program* — Dates are being chosen for the roving chef program. For the younger grades, mystery boxes will be continued. We want to incorporate the gardens with the roving chef program to start utilizing fresh vegetables.  
-Scott would like teachers to participate; anticipates set up of tables and recipe cards and students get to make it and it gets relayed to menu planner. Garden to plate is really enjoyed. Scott plans and would like to do more of those; they will eat anything cooked, that grows; very exciting program.
  - *SFE TV BLURBS*— TV Blurbs have received positive feedback so they will continue to be updated with nutritional facts, the food menus, and other information for staff and students. The next step would be to personalize them more to each site with information pertaining to that site.
-

---

-used to have intern for the tv blurb; daily facts about nutrition. Potential idea to use TVs that are available like the lobby areas; add the menu or serving days; something that normally would not be accessible.

- *Donations* — See Lilly in the Business Resources Department for any questions about the process of receiving or giving donations to the district. Must complete a 'Request for Acceptance of Gift & Donations' form that is on the intranet under Business Resources. The Business Resources Department will send the information to the Governing Board for approval of acceptance. All donations received will be recognized by the Board. Once accepted by the Governing Board, the Business Resources Department will mail a 'thank you' letter to the donor.  
-Lilly (Business Department) gets the deposits; any ideas that Yubani or Harmon might have are welcome.
- Safety questions/reviews about exercise limits and parameters are being researched.
- *Books* —We will have Dr. Seuss day and will encourage book fairs to highlight any books on nutrition and physical activity.  
-won't have this day due to covid-19; we give out books; we order 20 books per school site and raffle for the students to get free books; usually in the spring time.
- *Nutrition to Reading, Math, and Physical Education.* Will follow up on this.

- 
- *After school snacks* — Will take place during the Read Better Be Better Program, some schools will participate in After School Snacks during this time. The site applications for these schools will be submitted to ADE for approval. Schools are considering allowing all grades to have snack time during school hours, teachers will receive more information on this soon. We want to encourage healthier snack options if all schools will offer snacks.  
-we feed student afterschool; not currently happening due to Covid
  - *Donations to St. Mary's Food Bank* — We donate to St. Mary's Food Bank and they provide meals to others.
  - *Farmers Market and Events* — The goal is to get more events planned for this school year and continue getting new fruits and vegetables for the students to try.
  - *Garden Program* – The goal is for each site to be responsible for their garden in maintaining it throughout the entire year. We want students to be excited about helping out with their garden. We want to look into incorporating recycling into the garden program by upcycling, using compost from our food, and thinking of new ways to bring the two together.
  - *Marketing* — We will speak to IT about any social media awareness that we can bring to the Food Services department to help share with families what is going on as well as any tips on nutrition and exercise.
  - *Board awareness* — We want to make sure we are always communicating what is going on with our committee as well as all the different activities being done with students at all the campuses.
  - *Exercise and Wellness* (physical activity to promote student wellness) — The TVS can be incorporated to promote nutrition and exercise.
  - *Blender Bike!* –Students love the blender bike; we will use it again this year and incorporate more recipes.
  - *Healthy Rewards* such as non-food rewards. Healthy rewards for the students to encourage them with 'no candy as a reward' since the kids used to receive food or candy for good behavior. These rewards can also include things that will encourage students to be active such as basketballs, baseballs, etc.

**FY2022/2023 Meetings**  
**March 22, 2023**  
**Location: Zoom**  
**Time: 3:00PM-4:00PM**

- 
- *Roving Chef Program* — The goal for this program is to expand it to all the schools and have various dates throughout the school year.
  - *Compost Goal for Green* — Continue working with our contacts to include more ‘worm days’ and worm activities as well as continuing to use the compost tumblers.
  - *Newsletter Blurbs* – Was started with Estrella Vista, with the collaboration of the Principal. It was a small section in their newsletter that was sent home with parents that included Nutrition facts.
  - *Lean and Green Menu* — There are vegetarian days due to the increase of vegetarian students. These days can include ‘Meatless Mondays’ or dairy substitutes for lactose intolerant students and staff. These days are also to encourage students to eat more vegetables.
  - *Breakfast in the Classroom (BIC)*. Breakfast Patterns Surveys, and Data review analysis was conducted and reviewed to understand students better. Training for new staff will continue to ensure correct data is being collected. We encourage staff and student feedback on the meals served.
  - *Soda Free Zones* in the cafeterias will continue to focus for a change. Other non-nutritious items were talked about, such as other sugary drinks or family sized bags of chips. If this standard gets written into the Local Wellness Policy, it will have to be enforced at all campuses. Right now, every campus has different expectations all relating to the administration expectations.
  - *Fitness Food and Fun (FFF)* to get more PE teachers to participate in the "Get Fit".
  - *Grilling and Grilling events* with the Principal ideas was a goal and now accomplished.
  - *Mobile Ordering* – latest accomplishment and has been an added of success to Local Wellness; it has helped increase the numbers.

### **Future Goals**

Anabel is excited to show the group before and after pictures of the gardens at the next wellness meeting. Also, extends an invitation for additional schools to participate. Updating local wellness policy and completing an assessment is planned for future meetings.