

**Jal Public Schools**  
**WELLNESS POLICY**  
Revised 2016

**Policies**

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4. Health Education
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6. Healthy and Safe Environment
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**1. FAMILY, SCHOOL AND COMMUNITY INVOLVEMENT**

**DEFINITION:** Family, school and community involvement means an integrated family, school and community approach for enhancing the health and well-being of students by establishing a district school health advisory council that has the responsibility to make recommendations to the local school board in the development of revision, implementation and evaluation of the wellness policy.

The family, school and community involvement component promotes long-term effective partnerships between families, schools, and communities in the planning and implementation of health promotion projects and events both within the school and throughout the community. The partnership can encourage and sustain environmental changes that support healthy lifestyles for children and their families.

**REQUIREMENT:** Each local board of education shall establish a district school health advisory council that consists of parent(s), school food authority personnel, school board member(s), school administrator(s), school staff, student(s), and community member(s).

The school health advisory council shall have the responsibility to make recommendations to the local school board in the development or revision, implementation, and evaluation of the school district wellness policy.

The school health advisory council shall meet for this purpose a minimum of two times annually.

**GOAL:** The goal of family, school and community involvement within a coordinated school health approach is to create a total school environment that is conducive to student health and academic achievement. This inclusive atmosphere features a shared responsibility that supports healthy children and families. Effective partnerships between families, schools and communities support the development and the maintenance of this comprehensive learning environment.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

## **2. PHYSICAL ACTIVITY**

**DEFINITION:** Physical activity means body movement of any type which includes recreational, fitness and sport activities.

*Note: Physical activity is a component of, but is not a substitute for, quality physical education. Physical education is an instructional program taught by a certified physical educator and focuses on developing skills, knowledge, and attitudes necessary to personally decide to participate in a lifetime of healthful physical activity. Physical education is one source, but should not be the only source of physical activity before, during and/or after school.*

**REQUIREMENT:** The wellness policy shall include guidelines to provide physical activity opportunities to students before, during and/or after school.

**GOAL:** The goal of physical activity within the coordinated school health approach provides students with increased opportunities to engage in moderate to vigorous physical activity before, during and/or after school.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

## **3. NUTRITION**

**DEFINITION:** Nutrition means programs that provide access to a variety of nutritious and appealing meals that accommodate the health and nutrition needs of all students.

Nutrition Education aims to teach, encourage and support healthy eating by students. Nutrition Education and healthy eating will allow for proper physical growth, physical activity, brain development, ability to learn, emotional balance, a sense of well-being, obesity prevention and the ability to resist disease.

**REQUIREMENTS:** The wellness policy shall include nutrition guidelines for a la carte offerings minimally meeting guidelines set forth in Subsection B of 6.12.5.8 NMAC.

The wellness policy shall include guidelines for school sponsored fund raisers during the normal school hours minimally meeting guidelines set forth in Paragraph (1) of Subsection C of 6.12.5.8 NMAC.

The wellness policy shall include guidelines for school sponsored fund raisers before and after school hours ensuring that at least 50% of the offerings shall be healthy choices in accordance with the requirements set forth in Paragraph (2) of Subsection C of 6.12.5.8 NMAC.

**GOAL:** The goal of nutrition is to promote the role of nutrition in academic performance and quality of life, and to ensure the adoption of school policies that provide adequate nutrition opportunities.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

#### **4. HEALTH EDUCATION**

**DEFINITION:** Health Education means the instructional program that provides the opportunity to motivate and assist all students to maintain and improve their health, prevent disease and reduce health-related risk behaviors. It allows students to develop and demonstrate increasingly sophisticated health-related knowledge, attitudes, skills, and practices. It meets the content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC.

**REQUIREMENT:** The wellness policy shall include a planned, sequential, K-12 health education curriculum that addresses the physical, mental, emotional and social dimensions of health and is aligned to the health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC.

**GOAL:** The goal of a comprehensive health education curriculum within a coordinated school health approach is to acquire life skills in order to attain personal, family, community, consumer and environmental health.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

#### **5. PHYSICAL EDUCATION**

**DEFINITION:** Physical education means the instructional program that provides cognitive content and learning experiences in a variety of activity areas. It provides the opportunity for all students to learn and develop the skills, knowledge and attitudes necessary to personally decide to participate in a lifetime of healthy physical activity. It meets the content standards with benchmarks and performance standards as set forth in Section 6.30.2.20 NMAC.

**REQUIREMENT:** A planned, sequential, K-12 physical education curriculum that provides the optimal opportunity for all students to learn and develop skills, knowledge and attitudes necessary to personally decide to participate in lifetime healthful physical activity and is aligned to the physical education content standards with benchmarks and performance standards as per 6.30.2.20 NMAC.

**GOAL:** To provide every student with daily physical education during which a certified physical educator uses appropriate practices to teach the skills, knowledge, and attitudes needed to be physically fit and active for a lifetime. Activities are based on goals and objectives which are appropriate for all children, and are planned after referring to a curriculum which has an obvious scope and sequence which aligns with the content standards with benchmarks and performance standards.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

## **6. HEALTHY AND SAFE ENVIRONMENT**

**DEFINITION:** Healthy and safe environment means the physical and aesthetic surroundings and the psychosocial climate and culture of the school. It supports a total learning experience that promotes personal growth, healthy interpersonal relationships, wellness and freedom from discrimination and abuse.

**REQUIREMENT:** The wellness policy shall include school safety plans at each school building focused on supporting healthy and safe environments and including, but not necessarily limited to, prevention, policies and procedures and emergency response plans.

**GOAL:** The goal of a healthy and safe environment is to promote a climate and culture before, during and after school for students, teachers, staff, parents and community members that supports academic achievement.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

## **7. SOCIAL AND EMOTIONAL WELL-BEING**

**DEFINITION:** Social and emotional well-being means services provided to maintain and/or improve student's mental, emotional, behavioral and social health.

**REQUIREMENT:** The wellness policy shall include a plan addressing the behavioral health needs of all students in the educational process by focusing on students' social and emotional well-being.

**GOAL:** The goal of social and emotional well-being is to collaborate with students, parents, staff and community to influence student success by building awareness and promoting strategies to maintain and/or improve student mental health.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

## **8. HEALTH SERVICES**

**DEFINITION:** Health services means services provided for students to apprise, protect and promote health. These services are designed to ensure access or referral to primary health care of behavioral health services or both, foster appropriate use of primary health care services, behavioral health services, prevent and control communicable disease and other health problems, provide emergency care for illness or injury, promote and provide optimum sanitary conditions for a safe school facility and school environment and provide educational counseling opportunities for promoting and maintaining individual, family and community health.

**REQUIREMENT:** The wellness policy shall include a plan addressing the health services needs of students in the educational process.

**GOAL:** The goal of health services is to provide coordinated, accessible health and mental health services for students, families and staff.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

## **9. STAFF WELLNESS**

**DEFINITION:** Staff wellness means opportunities for school staff to improve their health status through activities such as health assessments, health education and health-related fitness activities. These opportunities encourage school staff to pursue a healthy lifestyle that contributes to their improved health status, improved morale and a greater personal commitment to the school's overall coordinated school health approach.

A staff wellness program allows the staff to learn and practice skills to make personal decisions about health-enhancing daily habits.

**REQUIREMENT:** The wellness policy shall include a plan addressing the staff wellness needs of all school staff that minimally insures an equitable work environment and meets the Americans with Disabilities Act, Part III.

**GOAL:** The goal of staff wellness is to promote activities for staff that are designed to promote the physical, emotional and mental health of school employees as well as to prevent disease and disability.

**ACTIVITIES:** The activities listed in Appendix A are Public Education Department requirements that are outlined in the school district wellness policy rule (6.12.6.6 NMAC).

**EVALUATION:** This component of the school wellness policy will be evaluated annually according to the evaluation form found in Appendix A (#10). The schools will monitor the wellness policy by completing the annual Healthy Kids Report Card required by the NMPED.

## **APPENDIX A**

### Activities

#### **1. Family, School and Community Involvement**

##### **1. Jal Public Schools: School Health Advisory Council**

As per the Public Education Department Wellness Policy rule 6.12.6.1 NMAC, all New Mexico local boards of education shall establish a district School Health Advisory Council (SHAC) that consists of parent(s), school food authority personnel, school board member(s), school administrator(s), school staff, student(s), and community member(s).

Jal Public Schools will create, strengthen, or work with the SHAC to develop, implement, monitor, review, and, as necessary, revise school wellness policies. The SHAC also will serve as resources to school sites for implementing those policies.

The SHAC shall work with the school district to designate one or more persons within the school district, or at each school, as appropriate, charged with operational responsibility for ensuring that each school fulfills the district's wellness policy.

##### **Jal Public Schools: School Health Advisory Council**

<b>NAME</b>	<b>ROLE</b>	<b>PHONE NUMBER</b>	<b>E-MAIL</b>
Ron Verschueren	Wellness policy lead	395-2840	<a href="mailto:ron.verschueren@jalnm.org">ron.verschueren@jalnm.org</a>
Elaine O'Neal	School administrator	395-2277	<a href="mailto:elaine.oneal@jalnm.org">elaine.oneal@jalnm.org</a>
Jaime Earp	School board member	395-3207	<a href="mailto:blessedcowgirl@yahoo.com">blessedcowgirl@yahoo.com</a>
Bretta Thompson	School staff	395-2840	<a href="mailto:bretta.thompson@jalnm.org">bretta.thompson@jalnm.org</a>
Judy Green	School food personnel	395-2120	<a href="mailto:judy.green@jalnm.org">judy.green@jalnm.org</a>
Bridgot Fulfer	Parent	631-2229	
[Student Council Pres.]	Student	395-2277	
Erin Deck	School health instructor	395-2840	<a href="mailto:erin.deck@jalnm.org">erin.deck@jalnm.org</a>
Dustin Loftis	School PE teacher	395-2277	<a href="mailto:dusty.loftis@jalnm.org">dusty.loftis@jalnm.org</a>

##### **2. Physical activity guidelines:**

For students to receive the nationally-recommended amount of daily physical activity and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities;
- opportunities for physical activity will be incorporated into other subject lessons;
- classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate; and
- recess times will be provided during the school day for at least 30 minutes.

##### **3. Nutrition and competitive foods guidelines:**

Jal Public Schools will adhere to the guidelines set forth in state statute (6.12.5.8 NMAC). These guidelines relate to vended food products, "a la carte" items, and fundraisers during and/or after school.

##### **4. K-12 health education curriculum:**

Jal Public Schools have in place a sequential K-12 health curriculum that addresses the physical, mental, emotional, and social dimensions of health and is aligned to the health education content standards with benchmarks and performance standards. The curriculum and alignment to content standards will be revised as necessary and as appropriate.

5. K-12 physical education curriculum:

Jal Public Schools have in place a sequential K-12 physical education curriculum that provides the optimal opportunity for all students to learn and develop skills, knowledge and attitudes necessary to personally decide to participate in lifetime healthful physical activity and is aligned to the physical education content standards with benchmarks and performance standards. The curriculum and alignment to content standards will be revised as necessary and as appropriate.

6. Students' behavioral health needs:

Each school in the Jal Public Schools will assemble a Student Assistance Team (SAT) that is used regularly to assist students who are experiencing behavioral, social, or emotional problems. The SAT will administer a battery of student observations based upon recommendations from classroom teachers or parents. Meetings to discuss the findings of the observations and to guide the SAT in directing the student to the appropriate help will follow these observations.

7. School safety plan:

Jal Public Schools have in place at each building a school safety plan focused on supporting health and safe environments that include prevention, policies and procedures, and emergency responses.

8. Health service needs of students:

Jal Public Schools will address the health services needs of students in the educational process by:

- hiring a licensed registered nurse to coordinate health services for the students,
- collaborating with community health centers to continue and establish new health programs and services for students and staff,
- following the health and mental health guidelines of the School Health Manual which include immunizations, vision and hearing screenings, dental health, communicable disease prevention, school safety, violence prevention, parenting skills, first aid, health education, neglect and abuse, and other safety issues, and
- referring students when necessary to appropriate primary health care providers or behavioral health services,
- filling out and filing PE and MOSSA paperwork for students without a source of payment for medical services,
- involving the family, family health providers, school nurse, and other school personnel, the health department, the voluntary health agencies, and other interested groups to work together for a comprehensive school health program.

9. Staff wellness needs:

Jal Public Schools will ensure an equitable work environment and meet the Americans with Disabilities Act Part III. In an effort to fulfill this goal, the district will provide staff members with these opportunities:

- The nurse's office is always available for blood pressure checks, health information and referrals for medical evaluations.
- Campuses will be tobacco-free, drug-free, and alcohol-free.
- Wellness programs are offered to all staff members (i.e., Covenant Health System Wellness program which includes the body fat composition, complete blood count, the Heart Institute cardiac plus screen, bone density screen, PSA. Personalized diet plans, customized exercise prescriptions; the Advanced Medication Management Systems program which provides immunizations; the Jal Health Fair).

- The district will offer two optional “wellness” days (officially called optional leave) for staff members to use at their discretion.
- The district will make the school exercise facilities available for use by school staff.
- The district encourages staff members to participate in charitable events that require physical activity by staff members (i.e., MS Walk, Jal Clean Up Days, etc.)

#### 10. Community awareness

Jal Public Schools will strive to keep the community informed of events that happen at the various schools pertaining to the health needs of the students and the community. It is our plan to collaborate with community agencies to bring in programs for student safety and health awareness. A monthly newsletter including health issues is distributed to parents and students to keep them informed of such activities and issues. A list of activities and issues addressed by Jal Public Schools in relation to community awareness may include:

- partnering with Jal Clinic in providing a community-wide Health Fair,
- sponsoring a hand washing program, a cold & cough program and nutrition programs through Jal Clinic,
- implementing a poison prevention program through the Poison Control Center,
- providing dental services through Participa! Inc.,
- sponsoring fire safety and Halloween safety programs through the Jal Fire Department,
- providing the “My Body Is Mine” program through the Eddy County Safehouse,
- training all staff members in CPR through the American Red Cross,
- sponsoring a bicycle rodeo through the Jal Police Department,
- providing an immunization clinic, an STD program, an alcohol and tobacco awareness programs through the Hobbs Health Office,
- implementing a sun safety program,
- implementing a dental hygiene program,
- implementing a puberty and personal hygiene program,
- preventing and monitoring the occurrence of head lice, and
- offering preschool screenings

#### 11. Evaluation of the wellness policy:

Each component of the School Wellness Policy will be evaluated annually by the chairperson of the SHAC and/or the school nurse. This person will be responsible for ensuring that each school fulfills the district’s wellness policy. The evaluation document will measure implementation and impact of the wellness policy.

## **2. Physical Activity**

### **1. Physical activity opportunities**

Students have a 30 minute recess after lunch and all grades have a P.E. class daily.

Secondary school students have the opportunity to participate in a wide variety of interscholastic sports. Each student is also required to successfully complete three courses in physical education that last the entire school year. Students at the high school level can choose to take up to three elective courses in physical education. During the summer months, the school and community partner to utilize the gymnasiums, weight room, swimming pool, and track/football facilities. Students are encouraged to use open gym and open track after school hours for the benefit of physical fitness. Teachers within the district provide breaks during their instruction to allow students body movement (brain breaks, etc.) according to the “age + 2” format.

Teachers will also be trained in the use of six brain exercises for students before lessons are taught in order to prepare the brain for academic activities.



Elementary school students in grades 4-6 are encouraged to participate in intramural sports that are offered during recess times. Junior high and high school students are encouraged to participate in extracurricular physical activities such as sports, etc.

Students are encouraged to make use of the school exercise track during before/after school hours and on weekends.

The schools will encourage students to use the basic physical activities of walking, biking, and skating as transportation modes to and from school.

## **2. Physical activity awareness**

The health and physical education curriculum provide education on the health benefits of physical activity that align with the New Mexico health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC. Students at all grade levels are informed of the advantages of making physical activities a part of their personal lifestyle and are encouraged to regularly pursue physical activity on a personal basis throughout their lives.

## **3. Nutrition**

### **1. A la carte offerings**

Jal Public Schools will follow the guidelines for a la carte offerings set forth in Subsection B of 6.12.5.8 NMAC.

### **2. Foods and fundraising**

Jal Public Schools will follow the guidelines for school sponsored fund raisers before and after school hours ensuring that at least 50% of the offerings shall be healthy choices in accordance with the requirements set forth in Paragraphs (1) and (2) of subsection C of 6.12.5.8 NMAC.

### **3. Nutrition education**

The health curriculum of Jal Public Schools provides nutrition education activities that align with the New Mexico health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC.

### **4. Student awareness**

Students are made aware of the healthy offerings within the school cafeteria by posters and other messages posted by the food authority personnel; students and parents are informed of nutrition education issues by means of the school newsletter.

### **5. Breakfast/Lunch**

Every student at Jal Elementary School is provided with free breakfast daily. Students at Jal Elementary School have their recess before eating so that children are less distracted and ready to eat a healthy diet.

## **4. Health Education**

### **1. Curriculum**

Jal Public Schools has in place a planned, sequential, K-12 health education curriculum that:

- addresses the physical, mental, emotional and social dimensions of health,
- is aligned to the health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC,
- provides activities in comprehensive health education that aligns with the New Mexico health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC, and
- provides instruction about HIV and related issues to students in the elementary, junior high, and high school grades as set forth in 6.12.2.10.C NMAC.

## 2. Parent choice

It will be the policy of the Jal Public Schools to inform parents of health education lessons that address the sexuality performance standards. Parents will be allowed to exempt their child from these lessons. The parent and teacher will collaborate to establish alternative lessons for the exempted parts of the curriculum.

## 5. Physical Education

### 1. Curriculum

Jal Public schools has in place a planned, sequential, K-12 physical education curriculum that:

- provides the optimal opportunity for all students to learn and develop skills, knowledge and attitudes necessary to personally decide to participate in lifetime healthful physical activity, and
- is aligned to the physical education content standards with benchmarks and performance standards as per 6.30.2.20 NMAC.

### 2. Physical education instructors

Jal Public Schools will employ certified physical educators to teach physical education and plan additional opportunities for physical activities at the elementary, junior high school and high school. .

### 3. Professional development

When necessary and appropriate, elementary teachers and secondary physical education instructors will be offered professional development opportunities such as workshops, conventions, and collaboration for the purpose of receiving the latest information, innovations, and ideas in their field and implementing them in their physical education classes.

### 4. Regular classroom integration

Physical educators will promote academic achievement by helping classroom teachers incorporate physical education concepts in classroom activities.

## 6. Healthy and Safe Environment

### 1. Safe school plan

The Jal Public Schools has in place school safety plans for each school building that are focused on supporting healthy and safe environments. These plans include the components of prevention, policies and procedures, and emergency response.

### 2. Emergency drills

Each school building will perform 12 emergency drills throughout the school year: 9 fire drills, 2 shelter in place drills, and one evacuation drill.

- Four drills will be performed during the first four weeks of the school year:
  - Week one: School wide, announced fire drill
  - Week two: Simulated “desktop” evacuation drill performed by the classroom teacher and documentation sent to the building principal.
  - Week three: Shelter in place drill performed within each individual classroom by the classroom teacher that prepares the students for “lock down” situations and natural disaster (tornado, etc.) situations.
  - Week four: School wide fire drill (unannounced).
- January: a second shelter in place drill will be performed as in week three.
- September through May (excluding January): Monthly school wide unannounced fire drills.

### 3. Safe buildings, grounds, and equipment

Buildings, grounds, and equipment will be inspected regularly to maintain current safety standards and to keep them inviting, clean, safe, and in good repair.

### 4. Tobacco, alcohol and drugs

All schools in the district will abide by district policies that create an environment free of tobacco, alcohol and other drugs.

## 7. Social and Emotional Well-Being

### 1. Students’ behavioral health needs

All students in Jal Public Schools have access to the Student Assistance Team (SAT). The SAT responds to referrals from students, parents, staff, and teachers concerning the social, behavioral, and emotional needs of students. The SAT meets to discuss the particular needs of students referred to them and directs the student(s) and/or parent(s) to the appropriate personnel or community resource (local school, counselor, psychologist, etc.) for help. The SAT works with students, teachers, and parents to provide assistance in the classroom or home setting that will provide benefit to the student.

### 2. School counselor

The Jal Public Schools has a counselor available to all students within the school district.

### 3. Other services

There are a number of services provided by community or regional agencies that address the social and emotional well-being of students as well as general health needs. These are mentioned in the next section of the appendix – “Health Services.”

## 8. Health Services

### 1. Health needs services

Jal Public Schools has on staff a full-time licensed registered nurse to provide services necessary to have healthy students according to the School Health Manual. The nurse will evaluate, protect, and promote health for all students and staff. Screenings and assessments will be done and referrals made as necessary to the appropriate agencies and ancillary services. Prevention and control of communicable diseases will be done through education such as hand washing, cough, and cold awareness and through updated immunizations. First aid and emergency care for illnesses and injury will be performed in the nurse’s office

and referrals made to primary health care or behavioral health services as needed. These referrals will involve the participation from the nurse and family members. Students will be educated on various safety issues to provide a safe school environment and facility. Policies will be implemented to ensure the safety of staff and faculty. The nurse will provide educational and counseling opportunities for promoting and maintain individual, family and community health. Records are filed in a locked cabinet for maintaining records and confidentiality.

## 2. School – community health resources linkage

Services that provide linkage to school and community health resources:

- *Primary Health Care Centers* – Jal Clinic; Hobbs Health Office; Dr. Reddy, Pediatrician; Dr. James Panuska, Allergist; Dr. Case, ENT (among other resources)
- *Behavioral and Mental Health Care Centers*—Dr. Monteverde; Dr. Salb; Raindance, Lea County Guidance Center; Options; Desert Springs
- *Dental Health Care* – Participa! Inc.; Kidscare; Community Dental Health
- *Orthopedics* – Carrie Tingley; Shriners Hospital
- *Monetary needs* – Area churches; Faith in Action, Pearce Foundation; filing of PE and MOSAA by school nurse
- *Optometry* – Dr. Phillips; Dr. Mayes; Dr. Reber
- *Prenatal* – Hobbs Health office; WIC; Families 1<sup>st</sup>; Perinatal Program
- *Community Programs* – Jal Hospital board; Lea County Health Council

## 3. Regularly performed services

Jal Public Schools regularly perform certain health needs services for students that include but are not limited to:

- first aid and emergency care with evaluation and assessment,
- SAT (Student Assistance Team) referrals,
- preschool screenings,
- emergency plans,
- contributions to monthly school newsletters,
- referrals to specialized areas as needed (i.e., audiologist, PT, OT, speech, allergists, mental health services, transportation, behavioral health services, primary care physicians,
- home visits for follow up on students' health
- a variety of school safety programs, and
- family living classes.

## 4. Community partnerships

The following services are provided in partnership with students, parents, staff, and community.

- SAT referrals, screenings, and follow-up activities,
- assistance with IEPs when appropriate and necessary,
- preschool screenings,
- health fairs, MS walk, field trips, Jump Rope for Heart, Elementary Field Day, family living classes, Lea County Health Council meetings, and monthly students newsletters.

## 5. Professional development

The staff or the school nurse at Jal Public Schools have the following professional development opportunities offered regularly or on an “as-needed” basis:

- CPR, first aid, AED training
- New Mexico school nurse convention
- CHILI (immunization) update
- Head-to-Toe conference
- Medicaid training
- SAT training

- Health and medical emergency preparedness and response
- Biohazard preparedness

#### 6. Reporting, record-keeping and confidentiality

Hall passes with a nurse referral are kept on file for each student. These referrals are put into the computer for record-keeping. The computer has passwords that allow only the nurse to have access to these files. The hard copy is filed in a locked filing cabinet for confidentiality purposes. The medications that are given with a doctor's order are kept in a locked box which is stored in a locked cabinet. All medical supplies are locked in the cabinet. All Medicaid files are kept in a fire proof locked box for protection and confidentiality.

### 9. Staff Wellness

#### 1. Wellness needs of school staff

Jal Public Schools will promote staff wellness through planned efforts, education of health topics, community health events, and a personal commitment to the staff's own health and that of their students.

- The school will have facilities available for physical activities and exercise.
- The school joins with our community to participate in activities such as MS walk, Jump Rope for Heart, and the community wide health fair.
- The nurse's office is open to assist staff members with referrals to the appropriate primary health care service.
- Health or medical information can be obtained from the nurse's office along with printed information for reading.
- The staff will receive health information through magazines, monthly health "awareness" emails, and classes made available through the school.
- The staff has been and will continue to be trained on CPR, first aid, AED usage, blood borne pathogens, and sexual abuse and assault.
- Staff members are offered two "mental health" days (officially called optional leave) to be taken when needed.
- Other events such a golf tournament will be used to support staff emotionally and socially.
- Covenant Health Systems is utilized for staff wellness issues (cardiac screening, bone density, blood work, BMI, exercise programs, a nutritionist for individualized diet plans).
- Immunizations are offered to all staff by the Southwest Pharmacy.

## APPENDIX B

### Resources

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**APPENDIX C**  
**School Wellness Policy Evaluation Document**

**Process Evaluation: Measuring implementation of Wellness Policy**

<b>Component/Activity</b>	<b>In Planning</b>	<b>In Process</b>	<b>In Place</b>
School board established a School Health Advisory Council			
School Health Advisory Council contain all required members: parent(s), school food authority personnel, school board member(s), school administrator(s), school staff, student(s), and community members.			
The School Health Advisory Council reports to the local school board recommendations for development/revision, implementation and evaluation of the wellness policy at least annually.			
The School Health Advisory Council has met at least twice this year for the purpose of development or revision, implementation, and evaluation of the wellness policy.			
The School Health Advisory Council designated one or more persons within the school district, or at each school, as appropriate, charged with operational responsibility for ensuring that each school fulfills the district's wellness policy			
The school board has adopted physical activity guidelines for before, during and/or after school.			
Nutrition guidelines for a la carte offerings minimally meeting guidelines set forth in subsection B of 6.12.5.8 NMAC.			
Nutrition guidelines for school sponsored fund raisers during normal school hours minimally meeting guidelines set forth in paragraph (1) of subsection C of 6.12.5.8 NMAC.			
Nutrition guidelines for school sponsored fund raisers before and after school hours ensuring that at least fifty percent of the offerings shall be healthy choices in accordance with the requirements set forth in paragraph (2) of subsection C of 6.12.5.8 NMAC.			
Guidelines for a planned, sequential, K-12 health education curriculum that addresses the physical, mental, emotional and social dimensions of health and is aligned to the health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC.			
Guidelines for a planned, sequential, K-12 physical education curriculum that provides the optimal opportunity for all students to learn and develop skill, knowledge and attitudes necessary to personally decide to participate in lifetime healthful physical activity and is aligned to the physical education content standards with benchmarks and performance standards as set forth in 6.30.2.20 NMAC.			
A plan addressing the behavioral health needs of all students in the educational process by focusing on students' social and emotional well-being.			
A school safety plan at each school building focused on supporting health and safe environments and including but not necessarily limited to prevention, policies and procedures, and emergency response.			
A plan addressing the health services needs of students in the educational process.			
A plan addressing the staff wellness needs of all staff that minimally ensures an equitable work environment and meets the American with Disabilities Act Part III.			



**Outcome Evaluation: Measuring impact of Wellness Policy**

<b>Component/Activity</b>	<b>Outcome Measures</b>
School Health Advisory Council	The local school board adopts 90% of the recommendation from the School Health Advisory Council.
Physical Activity	100% of students participated in physical activity offerings.
Nutrition	100% of the offerings in a la carte meet the guidelines set forth in subsection B of 6.12.5.8 NMAC.  100% of the clubs/sports/etc. are following the guidelines for school sponsored fund raisers during normal school hours minimally meeting guidelines set forth in paragraph (1) of subsection C of 6.12.5.8 NMAC.  100% of the clubs/sports/etc are following the guidelines for school sponsored fund raisers before and after school hours ensuring that at least fifty percent of the offerings shall be healthy choices in accordance with the requirements set forth in paragraph (2) of subsection C of 6.12.5.8 NMAC.
Health Education	75% of students meet the health education content standards with benchmarks and performance standards as set forth in 6.30.2.19 NMAC.
Physical Education	75% of students meet the physical education content standards with benchmarks and performance standards as set forth in 6.30.2.20 NMAC.
Behavior Health	A reduction in the number of discipline referrals due to behavioral health problems.
School Safety	100% of teachers and other school staff are aware of and know how to implement the school level safety plans.
Health Services	5% reduction in student absenteeism.  100% of students who have been screened for vision/hearing.
Staff Wellness	5% reduction in staff absenteeism.

For school year: \_\_\_\_\_

Person performing this evaluation: \_\_\_\_\_

Date: \_\_\_\_\_

Dates of SHAC meetings: \_\_\_\_\_

\_\_\_\_\_

Date(s) of meeting(s) with school board: \_\_\_\_\_

\_\_\_\_\_