

Central Lutheran School board, May 11, 2009, minutes by Mary

Present: Mike L., Don, Mark L., Mary, Matthew Trapp (651-261-4848)

Absent excused: Janine

Absent: Mark S., Michelle.

Staff, pastors, visitors: Jackie I., Jackie Y., Bob,

Bob opened with a devotion.

We have a quorum.

Agenda APPROVED. Minutes:APPROVED.

Admin highlights: Jackie Y. workshop on grant writing. Deb souther can come back to work for one "practice day"

Bob - over the last five years we have brought in \$910,000. Major estate donor has given us \$10,000 gift for current needs.

Jackie I. re-enrollment currently 121 (20 more than last year at this time. Jackie I will have surgery May 18, out rest of school year.

ESPL update - Jackie I and Bob

MOTION: Appoint Rene Shields as a CLS at-large board member. APPROVED.

Matthew will be nominating committee. He will contact board members.

MOTION: Table the Central Lutheran School Wellness Policy until the June meeting. APPROVED.

Mark L. will look at the Wellness Policy before the June meeting.

MOYION Bring Wellness Policy back up for consideration. APPROVED.

MOTION: Approve CLS Wellness Policy as revised. APPROVED. See Appendix A.

Secretary Report - Mary.

Finance Report - Mary

Facility and community Involvement - Bob

Recruitment & Retention - Jackie Y.

Governance - Matthew.

MOTION Adopt Central Lutheran School Board Staff Responsibilities. APPROVED See Appendix B.

MOTION: Approve as committee structure.

MOTION to table the committee structure until June. APPROVED.

K-8 Director Report - Jackie I.

Volunteers of the month - Sandy Kolar, Sharon Opheim, choir tour volunteers.  
Presented school calendar for 2009 - 2010. Spring break will follow St. Paul Public school schedule, which falls during holy Week.

Jackie talked to the pastors and they said follow the St Paul public schedule.

EC Director - Jackie Y.

Development Report - Bob.

Don closed with prayer.

Meeting adjourned.

## APPENDIX A

Adopted: May 11, 2009

*Central Lutheran School Wellness Policy*

Revised: \_\_\_\_\_

# Central Lutheran School Wellness Policy

## I. PURPOSE

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

## II. GENERAL STATEMENT OF POLICY

- a. The school recognizes that nutrition education and physical education are essential components of the educational process and that good health fosters student attendance and education.
- b. The school environment should promote and protect students' health, well being, and ability to learn by encouraging healthy eating and physical activity.
- c. The school encourages the involvement of students, parents, staff/faculty and other interested persons in implementing, monitoring, and reviewing our school nutrition and physical activity policies.
- d. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- e. All students in PreK- Eighth grade will have opportunities, support, and encouragement to be physically active on a regular basis.
- f. All students will have access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students. Nutrition staff will make reasonable effort to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning. Students will be provided adequate time to eat in a clean, safe, and pleasant setting.

## III. GUIDELINES

- a. Foods and Beverages
  - Students' lifelong eating habits are influenced by the types of food and beverages available to them. Central Lutheran has a responsibility to educate students about lifelong healthy eating patterns
    - i. Foods and beverages made available on campus will be consistent with the current USDA Dietary Guidelines for Americans.
    - ii. Foods and beverages sold during the school day will meet the following guidelines:
      - Have no more than 9 grams of fat per serving (excluding entrees and butters)
      - Contain 15 grams or less of sugar per serving excluding sugars occurring naturally in fruit vegetables and dairy products
      - Juices must contain 50% or more real fruit or vegetable juice.
    - iii. School Nutrition personnel will take reasonable measure to ensure that student access to foods and beverages meet or exceed all federal, state, and local laws and guidelines.
    - iv. School Nutrition personnel shall adhere to all federal, state, and local food safety and security guidelines.
    - v. The school will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.

- vi. The school will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
- vii. The school will make reasonable effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
- viii. Beverage vending machines will not be available during the school day.
- b. School Nutrition Program/Personnel
  - i. The school will provide healthy and safe school meal programs that strictly comply with all federal, state, and local statutes and regulations.
  - ii. The school shall designate an appropriate person to be responsible for the school's nutrition program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA Dietary Guidelines for Americans.
  - iii. As part of the school's responsibility to operate a school nutrition program, the school will provide continuing professional development for all school nutrition personnel in schools.
- c. Nutrition Education and Promotion
 

The primary goal of nutrition education is to positively influence students eating behaviors.

  1. The school will ensure that students in PreK through grade 8 receive nutrition education that provides the knowledge they need to adopt healthy lifestyles. Nutrition education should include instruction that helps students learn more about the importance of various food groups; caloric, sugar and fat intake; healthy cooking methods; recognition of the role media play in marketing and advertising foods and beverages; and the relationship of a balanced diet and regular exercise to a healthy lifestyle.
  2. The school will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through fundraising events and concession stands.
  3. The school discourages the use of food or beverages as rewards or punishment for academic performance or good behavior.
  4. The school will provide educational information and encourage healthy eating and physical activity for families. Family members should be engaged as a critical part of the team responsible for teaching children about health and nutrition.
  5. Nutrition concepts should be reinforced by all school personnel.
- d. Physical Activity
 

The primary goal for a school's physical activity component is to provide opportunities for every student to: develop the knowledge and skills for specific physical activities; maintain physical fitness; regularly participate in physical activity; and understand the short and long term benefits of a physically active lifestyle.

  - I. Students in kindergarten through grade 8 will receive scheduled, developmentally appropriate physical education.
  - II. Physical education should be designed to build interest and proficiency in the skills, knowledge and attitudes essential to a lifelong physically active lifestyle. It should include providing information, fostering a positive atmosphere, encouraging self-discipline, developing motor skills, and promoting activities that can be carried over the course of students' lives.
  - III. Students should be encouraged to participate in physical activities outside of the school day.
  - IV. The importance of physical activity should be reinforced by all personnel
- e. Communications with Parents

It is important that students receive consistent messages throughout school, home, community and media regarding good nutrition and healthy lifestyles.

- i. The school recognizes that parents and guardians have a primary and fundamental role in promoting and protecting their children's health and well being. The school will support this role and provide educational materials that will assist families in making healthy choices related to nutrition and physical activity.
- ii. The school will support parents' efforts to provide a healthy diet and daily physical activity for their children.
- iii. The school will encourage parents to pack healthy lunches, snacks, treats and beverages. Parents will be provided with information that will offer suggestions for healthy snacks and lunches.
- iv. The school will provide information about physical education and other school-based physical activity opportunities and will support parents' efforts to provide their children with opportunities to be physically active outside of school. The school will begin to offer physical activities for both parents and children.
- v. The wellness policy will be made available at the school and on the website for parent review.

#### IV. IMPLEMENTATION AND MONITORING

- a. After approval by the school board, the wellness policy will be implemented throughout the school and reviewed annually.
- b. The administrators and teachers will ensure compliance with the wellness policy.
- c. The administration along with input from faculty and staff will generate an annual written report.
- d. A formal report will be written each year to be reviewed by the head cook and the administrator who oversees the nutrition program.

APPENDIX B Central Lutheran School Board Staff Responsibilities, approved May 11, 2009

Activity	Responsibility
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**PLANNING:**

Direct the process of planning	Board
Provide input to long range goals	Joint
Approve long range goals	Board
Formulate annual objectives - school	Staff
Formulate annual objectives - board	Board
Approve annual objectives	Board
Prepare performance reports on achievement of goals and objectives	Staff
Monitor achievement of goals and objectives	Joint

**PROGRAMMING:**

Assess stakeholder (customers, community) needs	Staff
Train volunteer leaders (nonprofits only)	Staff
Oversee evaluation of products, services and programs	Board
Maintain program records; prepare program reports	Staff
Prepare preliminary budget, present to Finance Comm.	Staff
Review and recommend budget	Treasurer and Finance Committee
Finalize and approve budget	Board
See that expenditures are within budget during the year	Staff
Solicit contributions in fundraising campaigns (nonprofits)	Joint
Organize fundraising campaigns (nonprofits)	Staff
Approve expenditures outside authorized budget	Board
Insure annual audit of organization accounts	Board

**PERSONNEL:**

Call Chief Executive	Board
Direct work of the staff	Staff
Hire and discharge staff member	Joint
Decision to add position (nonprofit)	Board
Settle discord among staff	Staff

**COMMUNITY RELATIONS:**

Interpret organization to community	Joint
Write news stories	Staff
Provide organization linkage with other organizations	Joint

**BOARD COMMITTEES:**

Appoint committee chairs	Board
Call Committee Chair to urge him/her into action	Board
Promote attendance at Board/Committee meetings	Joint
Recruit congregation board members	Congregation
Recruit new at-large Board members	Joint
Approve at-large board members	Board
Plan agenda for Board meetings	Joint
Take minutes at Board meetings	Board
Plan and propose committee organization	Joint
Prepare exhibits, material and proposals for Board and Committees	Joint
Sign legal documents (depends on which document)	Board/Staff
Follow-up to insure implementation of Board decisions	Staff
Settle clash between Committees	Board