

Wellness Plan and Implementation Guide
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Pojoaque Valley School District Preamble

The Pojoaque Valley School District (PVSD) is committed to the optimal development of every student. PVSD believes that for students to have the opportunity to achieve personal, academic, developmental and social success, PVSD needs to create positive, safe and health-promoting learning environments at every grade level, in every setting, throughout the school year.

Research shows that two components, good nutrition and physical activity before, during, and after the school day, are strongly correlated with positive student outcomes. For example, student participation in the U.S. Department of Agriculture's (USDA) School Breakfast Program is associated with higher grades and standardized test scores, lower absenteeism and better performance on cognitive tasks. Conversely, less-than-adequate consumption of specific foods including fruits, vegetables and whole foods, including fruits, vegetables and whole foods, is associated with lower grades among students. "In addition, students who are physically active through, physical activity break, high-quality physical education, and extracurricular activities do better academically." Finally, there evidence that adequate hydration is associated with better cognitive performance.

This wellness Plan and PVSD's approach is to ensure environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this plan establishes goals and procedures to ensure that;

- PVSD students have access to healthy foods throughout the school day - both through reimbursable school meals and after school snacks - in accordance with Federal and state nutrition standards;
- PVSD students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- PVSD students have opportunities to be physically active before, during, and after school;
- PVSD engages in nutrition, and physical activity, and other activities that promote student wellness;
- PVSD staff are encouraged and supported in practicing healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of PVSD in creating continuity between school and other settings for students and staff to practice lifelong health habits; and
- The community is engaged in supporting the work of PVSD in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and,
- PVSD establishes and maintains an infrastructure for management, oversight, implementation, communication about, and monitoring of the Plan and it's established goals and objectives.

This Wellness Plan applies to all students, staff, and schools in the Pojoaque Valley School District. Specific measurable goals and outcomes are identified within each section below.

School Health Advisory council (SHAC)

Formation and Purpose of the School Health Advisory Council (SHAC)

1. PVSD will establish and maintain a SHSC that consists of:
Student Services Director, Student Nutrition Manager, PVSD School Board Member, Director of Human Resources, Primary School Principal, Community Member, Nurse Manager, PVHS Student Body President, Secondary School Principal, High School Health Teacher, Elementary School PE Teacher, School Counselor, Medicaid Coordinator, Medicaid Service Provider, and a Grade Level Counselor.
2. PVSD SHAC will meet two (2) times per year for the purpose of evaluation of the current Wellness Plan in areas of implementation, needed revisions, and adherence, and will then present recommendations for the policy to the Governance Council.
3. PVSD SHAC will assist in the school's implementation and adherence to the policy.

PVSD SHAC Creates a Wellness Plan that includes:

- A. Family, school, and community involvement guidelines;
- B. Nutrition Guidelines for school meals, competitive foods, and beverages sold during the school day, exempt fundraisers, access to water, celebrations and rewards nutrition promotion, nutrition education, food and beverage marketing in school, and school nutrition staff qualifications, and professional standard requirement;
- C. Physical activity guidelines for before, during, and after school;
- D. Guidelines for a planned, sequential physical education curriculum providing the optimal opportunity for all students to learn and develop skills, knowledge and attitudes that encourage a lifetime of physical activity, consistent with the Physical Education Content Standards with Benchmarks and Performance Standards set forth in 6.29.9 NMAC: Standards for Excellence;
- E. Guidelines for a planned, sequential, 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 standards for Excellence (6.29.6.8 NMAC);
- F. Establish course instructions for all students in grades k - 12 to receive instruction in health education and to require all students to complete a course in health education prior to graduation in either middle or high school that is aligned to high school Health Education Content Standards with Benchmarks and Performance Standards (22-13-1.1 NMSA (1978));
- G. Develop a plan that addresses the behavioral health needs of all students in the educational process by focusing on the social and emotional well-being of students;
- H. Provide and submit a Safe School Plan at each school., focused on healthy, safe environments, including (but not limited to) policies, procedures, and an all-hazards emergency operations plan (EOP) that includes; prevention, protection, mitigation, response and recovery, and is aligned with the National Response Framework, the U.S. Department of Education's Guide for Developing High-Quality School Emergency Operations Plans (2013), (See Safe Schools tab in the NMPED website.)
- I. A plan that addresses the health service needs of students in the educational process;
- J. A plan that addresses the wellness needs of all staff that minimally ensures an equitable work environment that meets the Americans with Disabilities Act, Part iii; and
- K. The implementation and evaluation of all guidelines. Districts are asked to use the Evaluation Template (Attachment c) when creating the plan for measuring implementation and evaluation.

PVSD SHAC maintains the following:

- A. PVSD Wellness Plan contains the required guidelines and includes language meeting their current needs and also supports growth over time: PVSD seeks the Board of Education approval and presents annual revisions;
- B. An evaluation plan;
- C. Public updates, including public access to the Wellness plan, summary of changes made on (at least) an annual basis, annual assessment, and triennial assessments.

PVSD submits Wellness Policy documents to the Public Education department on a date to be determined and communicated to every school on a three-year rotating cycle.

Submit plan to:
Dean Hopper,
Director Coordinated School Health & Wellness Bureau
New Mexico Public Education Department
dean.hopper@state.nm.us

The Pojoaque Valley School District will use it's SHAC to convene as the school Wellness Community (SWC) at least two (2) times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of this district-level Wellness Plan.

The SEC membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (e.g., Student Nutrition Program); physical education teachers; health education teachers; health education teachers; school health professionals (e.g., health education teachers, school health services staff [e.g., nurses, physicians, dentists, health educators, and other allied health personnel who provide school health services], and mental health and social services staff [e.g., school counselors, psychologists, social workers, or psychiatrists]; school administrators (e.g., superintendent, principal, vice principal), school board members; health professional (e.g., Las Clinicas del Norte representative, dietitians, doctors, nurses, dentists); and the general public. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators (SNAP-EDEDSNAP-Ed). To the extent possible, the DWC will include representatives from each school building and reflect the diversity of the community.

Leadership

The Superintendent or designee(s) will convene the SHAC and facilitate development of and updates to the Wellness Plan, and will ensure each school's compliance with the policy. The Superintendent or designee(s) will convene the SHAC and facilitate the SWC to facilitate development of and updates to the Wellness Plan, and will ensure PVSD's compliance with the Plan.

The designated official for oversight is:
M. Christina Velasquez, Student Services Director, mcv@pvs.k12.nm.us

Name	Title/Relationship to the School or District	Email address	Role on Committee
M. Christina Velasquez	Student Services Director	mcv@pvs.k12.nm.us	Overall facilitation of the plan, Wellness Plan Coordinator.
Deborah Cowen	Student Nutrition Manager	djcowan@pvs.k12.nm.us	Assist w/input regarding food services & lunch program.
Jeff Atencio	PVSD Board Member	jatencio@pvs.k12.nm.us	Provide Board input, evaluation of the plan.
Staci Mascarenas	Director of Human Resources	slm@pvs.k12.nm.us	Assists in the development and implementation of the staff Wellness Plan.
Teri Vaisa	Principal, PVIS	tlv@pvs.k12.nm.us	Assists in the implementation of educational goals and evaluation of the Wellness Plan.
Sandra Sanchez	Community Member	ses@pvs.k12.nm.us	Provide community input, evaluation of the plan.
Jill Morton	Nurse Manager	jam@pvs.k12.nm.us	Assists w/Nutrition, health services and health curriculum implementation.
Jacob Griego	PVHS Student Body President	328586698@pvs.k12.nm.us	Provide student input, evaluation of the plan.
Jennifer Baca	PVHS Principal	jjb@pvs.k12.nm.us	Assist w/social emotional wellness, safe campus implementation.
Alex Bond	PVHS Health Teacher	jab@pvs.k12.nm.us	Provide secondary teacher input, evaluation of the plan.
Juan Fransisco Ortiz	PRES PE Teacher	jfo@pvs.k12.nm.us	Provide primary teacher input, evaluation of the plan.

Jessica Duran	Counselor	jmm@pvs.k12.nm.us	Assists in the development and implementation of mental health issues in the Wellness Plan.
TBD	Las Clinicas del Norte representative	@pvs.k12.nm.us	Provide community based health and wellness input.
Louanna Romero	Medicaid Coordinator	lbr@pvs.k12.nm.us	Provide School based medicaid input.
Felix Benavidez	Social Worker	fcb@pvs.k12.nm.us	Provide Social Work input to the development and implementation of the Wellness Plan.

Wellness Plan Implementation, Monitoring, Accountability and Community Engagement

Implementation Plan

- The Pojoaque Valley School District will develop and maintain a plan for implementation to manage and coordinate the execution of this Wellness Plan. The Plan delineates roles, responsibilities, action, and timelines specific PVSD; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education, and other school-based activities that promote student wellness. It is recommended that the school use the Health Schools Program online tools to complete a school level assessment based on the Centers for Disease Control and Prevention's School Health Index to create an action plan that fosters implementation, and generate an annual progress report.

This Wellness Plan and the progress reports can be found at:

Recordkeeping: PVSD will retain records to document compliance with the requirements of the Wellness Plan in the PVSD administrative office. Documentation maintained in this location will include but will not be limited to:

- The Written Wellness Plan;
- Documentation demonstrating compliance with community involvement requirements, including:
 - (1) efforts to actively solicit SHAC membership from the required stakeholder groups; and
 - (2) participants' involvement in the development, implementation, and periodic review and update of the Wellness Plan;
- Documentation of annual Plan progress reports for each school under its jurisdiction; and
- Documentation demonstrating compliance with public notification requirements, including:
 - Methods by which the wellness Plan, annual progress reports, and triennial assessments are made available to the public;
 - Efforts to proactively notify families about the availability of Wellness Plan.

Annual Progress Reports: PVSD will compile and publish an annual report to share basic information about the Wellness Plan and report on its implementation progress in meeting the wellness goals. This annual report will be published in the 4th quarter of each school year. This report will include, but is not limited to:

- The PVSD website address for the Wellness Plan and/or how the public can receive/access a copy of the Wellness Plan;
- A description PVSD's progress in meeting the Wellness Plan goals;
- A summary of each school's events or activities related to the Wellness Plan implementation; 5210/Eat Smart to Play Hard
- The name, position title, and contact information of the designated District policy leader(s) identified in Section i; and
- Information on how individuals and the public can get involved with the SHAC.

The annual report will be available in English. PVSD will actively notify households/families of the availability of the annual report. The SHAC will establish and monitor PVSD's goals and objectives for each of the content-specific components listed in the sections of this Plan.

Optional additional Plan language includes:

- PVSD will track, analyze, and report on any correlations between improvements in health-promoting environments with education outcomes, such as absenteeism, disciplinary referrals, test scores, average grades, or health measures such as consumption of whole grains, fruits, or vegetables through the school meal programs or BMI, or psychosocial measures such as self-reported “connectedness,” or other school climate measures. PVSD is encouraged to collaborate with local research institutions and universities.
- PVSD will also track and annual report other related information, such as findings from food safety inspections, aggregate participation in school meals programs, income reported from competitive food sales, fundraising revenues, and other such information, as feasible.

Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness Plan per the CSHWB nutrition administrative review process to assess the implementation of the Plan and include:

- The extent to which schools under the jurisdiction of the District are in compliance with the wellness plan; and
- A description of the progress made in attaining the goals of the District’s Wellness Plan.
- The position/person responsible for managing the triennial assessment and contact information is M. Christina Velasquez, mcv@pvs.k12.nm.us.

The SHAC will monitor PVSD’s compliance with this Wellness Plan. PVSD will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Plan

The SHAC will update or modify the wellness Plan based on the results of the annual progress reports and triennial assessments, and/or as: PVSD priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The Wellness Plan will be assessed and updated as indicated at least every three years, following the triennial assessment.

Community Involvement, outreach, and communications

PVSD is committed to being responsive to community input, which begins with awareness of the Wellness Plan. PVSD will actively communicate ways in which representatives of SHAC and others can participate in the development, implementation, and periodic review and update of the Wellness Plan through a variety of means appropriate for the district. PVSD will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. PVSD will use electronic mechanisms, such as email or displaying notices on the school’s website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the Wellness Plan, as well as how to get involved and support the Plan. PVSD will ensure that communications are culturally and linguistically appropriate to the community. PVSD will actively notify the public about the content of or any updates to the Wellness Plan annually, at a minimum. PVSD will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

**Pojoaque Valley School District Wellness Plan
Health Education**

Definition: Health education is 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. As well, Health Education meets the content standards with benchmarks and performance standards as set forth in 6.29.1 NMAC Standards for Excellence.

NMPED Requirements & Required Activities

Requirement/ Required Activity	Current PVSD Practice	Goal	Timeline
Beginning with students entering the 9th grade, a course in health education is required prior to graduation. Health education may be required in either middle school or high school, as determined by the school district.	PVSD requires all students in 7 th grade to complete 1 year of physical education which includes all health standards. PVSD requires all High School students to take one half credit of health education.	All 7th grades students will successfully complete 2 semesters of health education. All PVSD students will take one half credit of health education as a graduation requirement.	Fall of 2019 In place
A sequential aligned K-8 health education curriculum that addresses the physical, mental emotional, and social dimensions of health.	PVSD has an adopted health education curriculum. K-8 has a varied commitment to implementation.	Grade band teams will work to align curricular health education subject matter so that is sequentially and comprehensively implemented.	Alignment and implementation will be completed by Spring 2019.
All school district/charter schools shall provide instruction about HIV and related issues found in the curriculum of the required health education content area to elementary, middle/junior high, and senior high school grades as set forth in 6.12.2.10 NMAC.	PVSD directly instructs students about HIV and related issues as introduced in the middle school health curriculum	PVSD will add developmentally appropriate HIV instruction as it is presented in the PVSD curriculum for k-5 students.	Currently in place with annual review.
All school districts/charter schools shall implement an “Opt-out” policy that will ensure that parents have the ability to request their	PVSD has an opt-out policy that is provided in the Policy. PVSD sends home a letter to inform parents of	The opt-out letter will be sent home prior to the onset of instructional curriculum that focus on sexuality performance. Opt out letter is	Currently in place

child to be exempt from the health education curriculum that focuses on sexuality performance standards, and provides the process for receiving alternative curriculum for the exempted components. Opt out letter is provided in the District policy.	health education curriculum that focuses on sexuality performance standards, and provides the process for receiving alternative curriculum for the exempted components. Opt out letter is provided in the District policy.	provided in the District policy.	
All Health Education courses shall include lifesaving skills training that follows nationally recognized guidelines for hands-on psychomotor skills cardiopulmonary resuscitation training. Students shall be trained to recognize the signs of a heart attack, use an automated external defibrillator and perform the Heimlich maneuver for choking victims.	All PVSD students enrolled in the Health Class shall receive instruction in the 2nd 9 weeks on lifesaving skills training for hands-on CPR training and how to recognize the signs of a heart attack. Every campus in the PVSD district currently has at least one AED for emergency use.	Students will be able to demonstrate competence in hands-on (compression only) CPR; the use of an automated external defibrillator; as well as perform the Heimlich maneuver for choking victims.	2019/2020 school year

PVSD Health Education Goal: Each student will have the opportunity to:

- Learn and understand essential and functional health information that will
 - Shape personal values and beliefs that will support health choice
 - Develop a student culture that values a healthy lifestyle
 - Developing the essential health skills and knowledge necessary to adopt, practice, and maintain health-enhancing behaviors.

Resource for goal & curriculum development:

<https://www.cdc.gov/healthyschools/sher/characteristics/index.htm>

NEW MEXICO HEALTH EDUCATION STANDARDS

1. Students will comprehend concepts related to health promotion and disease prevention.
2. Students will demonstrate the ability to access valid health information and health-promoting products and services.
3. Students will demonstrate the ability to practice health-enhancing behaviors and reduce health risk.

4. Students will analyze the influence of culture, media, technology, and other factors on health.
5. Students will demonstrate the ability to use interpersonal communication skills to enhance health.
6. Students will demonstrate the ability to use goal-setting and decision-making skills to enhance health.
7. Students will demonstrate the ability to advocate for personal, family, peer, and community health.

**Pojoaque Valley School District Wellness Plan
Nutrition and Nutrition Education**

Objective: PVSD is committed to serving healthy meals to children, with plenty of vegetables, fruits, and other whole foods; moderate in sodium, low in saturated fat, and zero grams trans-fat per serving (nutrition label or manufacturer’s specification), and to meet the nutrition needs of school children within their calorie requirements. The school meal program aims to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

NMPED Requirements & Required Activities

Requirement/ Required Activity	Current PVSD Practice	Goal	Timeline
Standards and nutrition guidelines for all foods and beverages sold to students on the school campus during the school day that are consistent with Federal regulations for: <ul style="list-style-type: none"> ● School meal nutrition standards, ● Smart Snacks in School nutrition standards 	PVSD provides a school lunch in compliance with federal USDA requirements.		In place
Standard for all foods and beverages provided, but not sold, to students during the school day (E.g., in classroom parties, classroom snacks brought by parents, or other foods given as incentives).	PVSD requires all school parties to provide a healthy snack PVSD encourages healthy snacks that are brought from home	PVSD will require and will enforce strict adherence to smart snack guidelines.	In place

<p>Create procedures for the documentation of fundraisers that do not meet the competitive food standards that must be limited to no more than two occasions per semester or trimester term per school, and may not be conducted during meal service or in the food service area. (6.12.5.8 NMAC)</p>	<p>PVSD adheres to the requirements of (6.12.5.8 NMAC) and does not allow the sale of food that are not in alignment with the Smart Snacks guidelines or sold during meal service time.</p>	<p>The PVSD will develop and implement a training to be given to all persons interested in participating in food based fundraisers. The training will highlight the Smart Snacks requirements and the non competition clause for meal service. All participants will sign a MoU with the PVSD entering into an understanding of adherence to the policy.</p>	<p>In place 2019-2020 school year</p>
<p>Create policies for food and beverage marketing and advertising of only those foods and beverages that meet the Smart Snacks in School nutrition standards.</p>	<p>Currently the PVSD has all vending machines adhere to the Smart Snacks in school nutrition standards.</p>		<p>In place</p>
<p>Water: Schools participating in the school lunch program under this Act shall make available to children free of charge, as nutritionally appropriate, potable water for consumption in the place where meals are served during meal service.</p>	<p>PVSD provides access to filtered water at all schools. All PVSD school sites provide water breaks at regular intervals during the student work day.</p>	<p>PVSD wants to ensure all students have the opportunity to stay hydrated during the school day</p>	<p>In place</p>
<p>Specific goals for nutrition promotion and education that promotes student wellness and</p>	<p>The PVSD food service contractor provides a “spotlight” fruit and vegetable for each month of the</p>		<p>In place</p>

consider evidence based strategies in determining these goals.	school year that encourages students to try new foods.		
Assurance of adherence to requirements regarding possible food allergies in schools	PVSD meets the needs of students with food allergies by reporting all medically documented food allergies to the Food Service provider, appropriate and equal food substitutions are provided for the student lunch program. All classrooms assure that snacks are provided with a replacement for any food allergies.		In place

PVSD Nutrition Goal: Pojoaque Valley School District will provide nutrition education that will teach, encourage, and support healthy behaviors.

PVSD Nutrition Objectives:

- Students in grades K-6 will receive nutrition education each year.
- Student in grades 6 will receive nutrition education as part of physical education/health course required to complete middle school.

**Pojoaque Valley School District Wellness Plan
Physical Activity**

Objective: Children and adolescents should participate in 60 minutes of physical activity every day (<http://www.cdc.gov/physicalactivity/basics/children/index.htm>). A substantial percentage of students' physical activity can be provided through a comprehensive, school-based physical activity program (CSPAP) that includes these components: physical education, recess, classroom-based physical activity, and out-of-school time activities, and the district is committed to providing these opportunities. Schools will ensure that these varied opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection).

Physical activity during the school day (including, but not limited to, recess, physical activity breaks, or physical education) will not be withheld as punishment for any reason in accordance with the Three-Tier Model of positive behavioral intervention per the PED's Response to Intervention (Rtl) framework. ["This does not include participation on sports teams that have specific academic requirements]. The director will provide teachers and other school staff with a list of ideas for alternative ways to discipline students.

NMPED Requirements & Required Activities

Requirement/ Required Activity	Current PVSD Practice	Goal	Timeline
Create guidelines to provide physical activity opportunities to students before, during and/or after school.	All PVSD campuses are open to the public before and after school to allow for physical movement and activity.	All students will have the opportunity for healthy physical movement and activity throughout the school day.	In place
	PVSD provides a minimum of two recess breaks for grades K-3 daily; one 20 minute lunch recess and an additional 20 minute recess. These breaks are unstructured free play. In addition, all Kindergarten students receive a 15 minute rest time after lunch during the first semester.	PVSD does not allow physical activity, like recess, to be withheld as a punishment for classroom behavior or missing work.	In place

	PVSD provides a 20-45 minute recess for grades 6-8 daily.		
All schools will provide education on the benefits of physical activity that align with the New Mexico Health Education Content standards using benchmarks and performance standards as set forth in 6.29.9 NMAC	<p>All PVSD elementary students participate in physical education classes once a week. The program is aligned to NM Standards and Benchmarks and includes an educational component on benefits of physical activity as part of the instructional framework.</p> <p>All 7th grade students will be required to take one year of physical education.</p> <p>All PVSD High school students are required to take one credit of PE</p>		<p>In Place</p> <p>In place</p> <p>In place</p>

Additional Activities Offered/ Recommended	PVSD Current Practice	Goal	Timeline
Physical Activity or "Brain" Breaks (Elementary and Secondary)	Daily Schedule for all grade levels K-5 provides planned breaks in the schedule	Consistent implementation of "Brain Breaks". <i>Make Fit Break</i> curriculum available.	Fall 2018
Active transport	PVSD is located in a Hazardous Route and can not provide students with options for active transport		

Pojoaque Valley School District Wellness Plan Physical Education

Definition: Physical education provides students with a planned, sequential K-12 standards-based program of curricula and instruction, designed to develop motor skills, knowledge and behaviors for active living physical fitness, sportsmanship, self-efficacy and emotional intelligence.

Physical education is the instructional program that provides cognitive content and learning experiences in a variety of activity areas. It also provides the opportunity for all students to learn and develop the skills, knowledge and attitudes necessary to choose a lifetime of healthy physical activity. It meets the Content Standards with Benchmarks and Performance Standards as set forth in Section 6.29.6 BNAC, New Mexico Physical Education Content Standards with Benchmarks and Performance Standards are mandated for students in grades K-12. All instruction must be aligned with 6.29.1 NMAC Primary and Secondary Education Standards for Excellence General Provision. Further reference is available in the NM Content Standards with Benchmarks and Performance Standards.

The New Mexico Legislature passed a law in 2014 that allows “one unit in physical education, as determined by each school district, which may include a physical education program that meets state content and performance standards or participation in marching band, junior reserve officers’ training corps or interscholastic sports sanctioned by the new Mexico activities association” (SB122).

Schools must offer developmentally appropriate physical education. Adapted physical education (APE) is physical education which may be adapted or modified to address the individualized needs of children and youth who have gross motor developmental delays. This service should include the following:

- **Assessment and instruction** by qualified personnel professionals who are prepared to gather assessment data and provide physical education instruction for children and youth with disabilities and developmental delays.
- **Accurate assessment data.** Including diagnostic and curriculum-based data collected by qualified personnel.
- **Individualized Education Program (IEP) Goals and Objectives** / Benchmarks that are measurable and objective statements written by the physical education instructor. The goals and objectives are reflective of the physical education instructional content and monitored/evaluated according to district policy to ensure that goals and objectives are being met in a timely manner.
- **Instruction in a Least Restrictive Environment (LRE)** that adapts or modifies the physical education curriculum and/or instruction to address the individualized abilities of each child. Adaptation are made to ensure that each student will experience success in

a safe environment. Placement is outlined in the IEP and may include one or more of the following options:

- The general physical education setting;
- The general physical education setting with a teaching assistant or peers;
- A separate class setting with peers;
- A separate class setting with assistants; and/or
- S one-to-one setting between students and the instructor.

Goal: To provide all students with daily physical education taught by a physical education instructor who uses appropriate practices for the skills, knowledge, and attitudes needed to be physically fit and active for life. Activities are based on goals and objectives appropriate for all children and are planned according to a curriculum with an obvious scope and sequence that follow 6.29.9 NMSC Physical Education Standards for Excellence.

NMPED Requirements & Required Activities

Requirement/ Required Activity	Current PVSD Practice	Goal	Timeline
The Wellness Plan shall include a planned, sequential, K-12 physical education curriculum that provides the optional opportunity for all students to learn and develop skills, knowledge and attitudes needed to decide to participate in a lifetime of healthful physical activity.	PVSD has a planned sequential K-6 physical education curriculum in place that provides opportunities for students to learn and develop skills, to gain knowledge and attitudes needed to develop lifelong healthy physical activity choices.	PVSD is reviewing its PE curriculum to assure that it is meeting the goals and standards to best meet the needs of the students.	Spring 2019
The physical education curriculum will be aligned to the Content Standards with Benchmarks and Performance Standards as outlined in the NM Public Education Department content Standards with Performance Standards and	PVSD PE curriculum is currently being aligned to NM standards.		Spring 2019

Benchmarks: K-4; 5-8; 9-12.			
Additional Activities Offered/Recommended	PVSD Current Practice	Goal	Timeline
School hire certified physical educators to teach physical education and plan additional opportunities for physical activity.	PVSD PE teachers have an endorsement in PE.		In place
School limit physical education class sizes, so they are consistent with those of other subject areas and/or self-contained classes. Classes of similar grade levels are scheduled back-to back to maximize teaching efficiency. Refer to Part G of Standards for Excellence, 6.29.1.11 NMAC	PVSD maintains the same size PE class as the regular classroom as PVSD has one class per grade level.		In place
Physical educators promote academic achievement by helping teachers incorporate physical education concepts in classroom activities.	PE teacher has purchased equipment to support all PE standards.		In place
Physical educators are provided professional development opportunities such as workshops, training conferences, and collaboration to acquire the latest information, innovations, and	PVSD will explore providing specific PE PD to all PE teachers.		2019-2020 school year

ideas in their field and implementing them into their PE classes.			
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Physical Education: PVSD will provide students with physical education, using an age-appropriate, sequential physical education curriculum, consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as to incorporate essential health education concepts.

Overall Program Goals:

All students will be provided equal opportunity to participate in physical education classes. PVSD will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All PVSD students in grades K-5 will receive physical education for minimum of 45 minutes per week throughout the school year.

The PVSD physical education program will promote student physical fitness through individualized fitness and activity assessments (via the Presidential Youth Fitness Program or other appropriate assessment tool) and will use criterion-based reporting for each student.

**Pojoaque Valley School District Wellness Policy
Health and Safe Environment**

Definition: A healthy and safe environment is defined as the surroundings, the psychosocial climate and the culture of the school. It supports a total learning experience that promotes personal growth, healthy interpersonal relationships, wellness and freedom from discrimination and abuse.

Every school is required to provide a safe and orderly environment, as outlined in the 6.29.1 NMAC Standards for Excellence General Provisions. These standards contain requirements, educational standards, and student expectations in public schools. Specific to school safety the Standards for Excellence General Provisions require:

- Schools to provide a safe, clean, well maintained, orderly, and purposeful environment with an atmosphere that is conducive to teaching and learning;
- Practice of Emergency drills including fire, shelter-in-place and evacuation drills.

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.

NMPED Requirements & Required Activities

Requirement/Required Activity	Current PVSD Practice	Goal	Timeline
Develop a safe schools plan at each school building that is focused on supporting healthy and safe environments, including, but not necessarily limited to: prevention, policies and procedures and an all hazards emergency response plan, as described in the Safe Schools Guidance Document as found on the NMPED website's Safe Schools tab within the coordinated School Health & Wellness Bureau. The plan	PVSD currently has a safe school plan in place that was approved by NMPED. The plan was updated in 2018-2019 school year.		Implement the plan as required by PED

must be submitted to the PED once every three years for review and approval, beginning in the 2013-2014 School Year.			
Perform 12 emergency drills in each public school in New Mexico. Emergency drills shall consist of 9 fire drills, 2 shelter-in-Place drills and one evacuation drill with specific guidance as outlined in subsection N of 6.29.1 NMAC Standards for Excellence General Provisions.	PVSD has a schedule and record of drill for each school year that includes a minimum of 9 emergency drills, 5 shelter in place drills, and 1 evacuation of campus drill.	PVSD will monitor to ensure all required drills are completed by the last day of each month.	In place
Create and maintain a Bullying Prevention Policy, which is established and communicated as outlined in 6.12.7 NMAC Bullying prevention policies must contain an absolute prohibition against bullying and must also be inclusive of cyberbullying prevention with specific requirements as set forth in 6.12.7.8 (D) NMAC	PVSD has a bullying prevention policy in place. Bullying curriculum is taught in every classroom.	PVSD will implament a resurched based program to address both student and teacher well being.	In place
Additional Activities Offered/Recommended	PVSD Current Practice	Goal	Timeline
All schools will provide appropriate, adequate, and best-	PVSD currently requires all staff to view the following		In Place

<p>practice training or teachers and staff that support personal safety and a violence/harassment-free environment.</p>	<p>trainings through Plams and Associates training courses:</p> <ul style="list-style-type: none"> ● Sexual Harassment Staff- to Staff ● Sexual Misconduct Staff to student <p>In Addition all staff are trained annually on school safety.</p>		
<p>All school buildings and grounds, structures, buses and equipment are kept inviting, clean, safe and in good repair and will meet current safety standards or formally report deficiencies.</p>	<p>Currently PVSD cleans its campus daily and employs its preventative maintenance plan which includes regular inspections. Budget is set aside each year for repairs as needed.</p>	<p>To continue to maintain a healthy safe environment that is in good repair.</p>	<p>In place</p>
<p>All schools will abide by district/charter school policies which create an environment free of tobacco, alcohol and other drugs. Refer to 6.12.4 NMAC: Tobacco, Alcohol and Drug Free Schools.</p>	<p>PVSD has policies and signs in place and enforces its policies.</p>		<p>In place</p>
<p>Specific to use of pesticides 6.29.1.9 NMSC: Standards for Excellence General Provisions, Part O, requires that all school district develop procedures for the implementation of pest management with consideration for reducing the possible</p>	<p>PVSD follows its policy regarding the use of pesticides outlined in the Safe School plan. PVSD contracts a professional using strategies approved by the EPA for a safe school environment.</p>	<p>PVSD annually examines its policy regarding the use of pesticides.</p>	<p>In place</p>

impact of pesticide use on human health and the environment, including people with special sensitivities to pesticides.			
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**Pojoaque Valley School District Wellness Plan
Social and Emotional Well-Being**

Definition: Social and Emotional well-being services are provided to maintain and/or improve students mental, emotional, behavioral and social health. School behavioral and mental health programs should focus on breaking down health and social barriers to students learning with emphasis on meeting each student’s individual health needs. Behavioral health programs should support the student’s process of becoming a functioning member of society. Programs should encourage and support links among youth, families, schools, communities, and private and government agencies to create and maintain an environment in which all students can learn.

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.

NMPED Requirements & Required Activities

Requirement/Required Activity	Current PVSD Practice	Goal	Timeline
Create a plan addressing the behavioral health needs of all students in the educational process by focusing on students’ social and emotional well-being	All students receive behavioral health instruction as part of the health curriculum. Students are referred for individual counseling as needed.	Continue to improve the curriculum and enhance teacher knowledge through PD annually.	In place
6.29.1 NMAC Standards for Excellence General Provisions require districts and charter schools to provide or make provisions for support service programs, which strengthen the instructional program. Required support service programs include school counseling. Support services must: (1)	PVSD is committed to providing a social emotional instructional curriculum in all classrooms.		In place

have a written, delivered, and assessed program, K-12; (2) provide licensed staff to develop and supervise the program.			
School personnel are required by law to report substance abuse, child abuse and neglect.	All staff participate in the online training for identification of child abuse and neglect.		In place
Additional Activities Offered/Recommended	PVSD Current Practice	Goal	In Place
Provide a positive, supportive environment in which students are able to request assistance when needed.	PVSD provides a positive, supportive environment.	PVSD High School will utilize The Sandyhook Promise for safe schools.	Fall 2019
Ensure that school personnel know how to recognize and respond to a student who is showing signs of suicidal ideation. A specific Suicide Prevention Plan in place should outline the appropriate steps to take when a student threatens suicide.	<p>PVSD uses behavioral health staff to provide PD for teachers in suicide prevention.</p> <p>Suicide education is also in the secondary physical education and health curriculum</p> <p>The PVSD High School uses the Breaking the Silence curriculum for suicide prevention.</p>		In place
Create a referral network to get help quickly. Schools should have available student counselors while maintaining a current local referral	PVSD currently has a list of counselors and an MOU with Las Clinicas Del Norte to address the mental health needs of students and staff		In place

list with clear guidelines on steps in the referral process			
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**Pojoaque Valley School District Wellness Plan
Health Services**

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

Goal: The goal for health services is to provide coordinated, accessible primary health and behavioral health services for students, families and staff.

NMPED Requirements & Required Activities

<p>District Wellness Policy includes plan for addressing the health service needs of students in the educational process</p>	<p>PVSD currently has a PED licensed Registered Nurse to meet the acute chronic and emergent health needs of students. PVSD currently has staff at all school sites that are PED licensed Health Assistants certified in first responder first aid and CPR.</p>		<p>In place</p>
<p>Per the U.S. Office of Special Education (OSEP), students with healthcare needs that may "affect or have the potential to affect safe and optimal school attendance and academic performance requires the professional school nurse to write an Individualized Health Plan (IHP) in collaboration with the student, family, educators, and</p>	<p>The need for an IHP is addressed with all students who currently have an IEP or 504 Plan, as well as those students in Regular Education who have significant health needs.</p>	<p>A nurse will be contacted should the need for an IHP for any student arise</p>	<p>In place</p>

<p>healthcare care providers Position Statement:(Individualized Healthcare Plan). The IHP should be reviewed annually at a minimum. The need for an IHP is based upon each child's required health care, not upon "educational entitlement such as special education or Section 504 of the Rehabilitation Act of 1973." OSEP considers that the IHP should be a separate document from the Individualized Education Program (IEP) and should be attached to the student's IEP or 504 plan based upon the student's needs. (See the PED School Health Manual, Section V: Individualized Healthcare Plans for instruction.)</p>			
<p>District policy is included to ensure all students with HIV/AIDS have appropriate access to public education and that their rights to privacy are protected as set in 6.12.2.10 NMAC Human Immunodeficiency Virus (HIV);</p>	<p>PVSD has a policy of non-discrimination for both employees and students, PVSD has a protection of records policy for students and staff, PVSD provides education regarding HIV/AIDS in the middle school health curriculum.</p>	<p>PVSD provides developmentally appropriate grade level HIV/AIDS education in the elementary curriculum.</p>	<p>In place</p>
<p>District policy acknowledges all</p>	<p>PVSD requires knowledge of</p>		<p>In place</p>

<p>public and nonpublic schools must grant to any student in grades kindergarten through 12 authorization to carry and self-administer health care practitioner prescribed asthma treatment medications and anaphylaxis emergency treatment medication as well as the right to self-manage their diabetes care in the school setting and to develop mechanisms that support safe diabetes self-management in the school environment as long as certain conditions are met. Such rules are established in 6.12.2.9 NMAC Students Rights to Self-Administer Certain Medications and 6.12.8 NMAC Diabetes Self-Management by Students in the school setting. More information on medications in the school may be found in section VI. of the New Mexico School Health Manual (see link below):</p>	<p>students carrying asthma treatment medications and allows the student to self manage the treatment and allows for the same accommodations for students with diabetes, and/or anaphylaxis.</p> <p>Parents/Guardians can access district procedures and expectations in the BOE annually approved Health Handbook. All district approved forms for self-carry consent are available on the PVSD website.</p> <p>Staff receive annual training on asthma, diabetes and allergy treatment.</p>		
<p>District policy acknowledges that all schools are required to ensure that vision screening tests are administered to</p>	<p>PVSD makes available vision and hearing screenings for all students in grades K-5 and also for students in need</p>		<p>In place</p>

<p>students enrolled in the school in pre-kindergarten, kindergarten, first grade and third grade and for transfer and new students in those grades, unless a parent affirmatively prohibits the visual screening. The save our Children's Sight Fund, created in 2007, through 7.30.10 NMAC further allows DOH to promulgate rules for the award of money for certain eligible students and to establish vision screening test standards.</p>	<p>of a diagnostic evaluation by a PED licensed Registered Nurse.</p>		
<p>District policy acknowledges that all students enrolled in the public, nonpublic, or home schools in the state must present satisfactory evidence of commencement or completion of immunization in accordance with the immunizations scheduled and rules and regulations of the public Health Division (PHD) Department of Health (DOH), with an allowance for exemption by the PHD/DOH if certain conditions are met. Statue 6.12.2.8 NMAC makes it unlawful for any student to enroll in</p>	<p>PVSD PED licensed Registered Nurses verify immunization records annually for every enrolled student.</p> <p>PVSD accepts approved Certificates of Exemption forms registered with the NM Health Department. These exemptions must be renewed every school year.</p> <p>PVSD makes use of the district liaison to assist any identified homeless students.</p>		<p>In place</p>

<p>school unless the student is properly immunized or i the process of being properly immunized and can provide satisfactory evidence of such immunization, unless the child is properly exempted: 7.5.3 NMAC: Vaccinations and Immunizations Exemptions. An exception is provided to a student experiencing homeless. Pursuant to the McKinney-Vento Homeless Assistance Act [42 USC§ 11432 (g)(3)(C), children experiencing homeless must be able to enroll in school immediately, even if they are unable to produce records normally required for enrollment, such as previous academic records, 30 health kids Make Better Students, Better Students Make Health Communities medical records, proof of residency,, or other documentation. If the child needs to obtain immunizations, or medical or immunization records, the enrolling school must immediately refer the parent or guardian of the child or youth to</p>			
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<p>the designated local educational agency (LEA) homeless education liaison, who must assist in obtaining necessary immunizations, or immunization or medical records.</p>			
<p>Additional Activities Offered/Recommended</p>	<p>PVSD Current Practice</p>	<p>Goal</p>	<p>Timeline</p>
<p>Services provided a connection to school and community health resources (e.g., primary care, public health, community health agencies, faith-based health centers, et.).</p>	<p>PVSD has a MOU with Las Clinicas Del Norte to provide a clinic on school property to service students, staff and community members of the PVSD.</p>		<p>In place</p>

**Pojoaque Valley School District Wellness Plan
Staff Wellness**

Definition: Staff wellness is defined as opportunities for school staff to improve their health status through activities such as health assessments, health education, wellness education, nutrition education, fitness education, and health-related fitness activities. These offerings encourage school staff to pursue a health lifestyle that improves health status and morale and provides a greater personal commitment to the District’s overall coordinated school health approach. A Staff Wellness Program allows the staff to learn and practice skills that help them to make personal decisions about healthy daily habits.

Goal: The goal of staff wellness is to promote activities for staff designed to promote the physical, emotional and mental health of District employees along with disease and disability prevention activities.

NMPED Requirements & Required Activities

Requirement/Required Activity	Current PVSD Practice	Goal	Timeline
Create a plan to address the staff wellness needs of all District staff that minimally insures an equitable work environment and meets the Americans with Disabilities Act, Title III	PVSD has a non-discrimination policy and protection of records policy in place for all personnel.		In place
Additional Activities Offered/Recommended	PVSD Current Practice	Goal	Timeline
All sites will provide staff and faculty the opportunity to participate in a health promotion program focused on exercise, stress management and nutrition (e.g., health fairs, fun runs, walks, etc.	PVSD Human Resources Director informs and encourages staff to make use of resources through the health, insurance program (NMPSIA). The District also shares information regarding community facilities and programs related to		In place

	exercise, stress management and nutrition.		
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Staff Wellness and Health Promotion Recommendations:

The PVSD SHAC will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources, and performs other functions that support staff wellness in coordination with human resources staff.

PVSD will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. Strategies include, but are not limited to:

- Encouragement of use of personal days as needed to promote mental and physical health
- Encouragement of annual physicals and advisement for healthy lifestyles as provided through NMPSIA
- Encouragement of participation in after school exercise classes on and off campus

PVSD promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating and weight management that are accessible and free or low-cost.

APPENDICES

Appendix A

SCHOOL HEALTH ADVISORY COUNCIL (SHAC) MEMBERS:

Per the Public Education Department Wellness Policy rule 6.12.6 BNAC, all New Mexico local school boards of education shall establish a district/charter School Health Advisory council (SHAC) that consists of parent(s), school food authority personnel, school board member(s), school administrator(s), other school staff, students(s), and community member(s). The SHACs are responsible for meeting at least twice annually and to make recommendations to the local school board in the development or revision, implementation, and evaluation of the Wellness Plan (Healthy Schools Report card). Identify below the members of your SHSC, their roles and contact information. Please note that you are not limited to only one person, representing each category. Each school district/charter school is to identify a Wellness Plan champion(s) within the school district/charter school, or at each school, as appropriate, charged with the operational responsibility for ensuring that each school fulfills the school district's/charter school's Wellness Plan.

Name	Title/Relationship to the School or District	Email address	Role on Committee
M. Christina Velasquez	Student Services Director	mcv@pvs.k12.nm.us	Overall facilitation of the plan, Wellness Plan Coordinator.
Deborah Cowen	Student Nutrition Manager	djcowan@pvs.k12.nm.us	Assist w/input regarding food services & lunch program.
Jeff Atencio	PVSD Board Member	jatencio@pvs.k12.nm.us	Provide Board input, evaluation of the plan.
Staci Mascarenas	Director of Human Resources	slm@pvs.k12.nm.us	Assists in the development and implementation of the staff Wellness Plan.
Teri Vaisa	Principal, PVIS	tlv@pvs.k12.nm.us	Assists in the implementation of educational goals and evaluation of the Wellness Plan.
Sandra Sanchez	Community Member	ses@pvs.k12.nm.us	Provide community input, evaluation of the plan.
Jill Morton	Nurse Manager	jam@pvs.k12.nm.us	Assists w/Nutrition, health services and

			health curriculum implementation.
Jacob Griego	PVHS Student Body President	328586698@pvs.k12.nm.us	Provide student input, evaluation of the plan.
Jennifer Baca	PVHS Principal	jjb@pvs.k12.nm.us	Assist w/social emotional wellness, safe campus implementation.
Alex Bond	PVHS Health Teacher	jab@pvs.k12.nm.us	Provide secondary teacher input, evaluation of the plan.
Juan Fransisco Ortiz	PRES PE Teacher	jfo@pvs.k12.nm.us	Provide primary teacher input, evaluation of the plan.
Jessica Duran	Counselor	jmm@pvs.k12.nm.us	Assists in the development and implementation of mental health issues in the Wellness Plan.
TBD	Las Clinicas del Norte representative	@pvs.k12.nm.us	Provide community based health and wellness input.
Louanna Romero	Medicaid Coordinator	lbr@pvs.k12.nm.us	Provide School based medicaid input.
Felix Benavidez	Social Worker	fcb@pvs.k12.nm.us	Provide Social Work input to the devlopment and implmentation of the Wellness Plan.