



**PLEDGE THE PRACTICE!**

**PASS THE POLICY!**

# STAFF WELLNESS GUIDELINES

Howell Mountain Elementary School  
Howell Mountain Unified School District

ADAPTED FROM:

MCCLURE NELSON & ASSOCIATES: WELLNESS CULTURE TOOLKIT

BOSTON PUBLIC HEALTH COMMISSION: HEALTHY BEVERAGE TOOLKIT

“PLEDGE THE PRACTICE! PASS THE POLICY” AND THIS TOOLKIT FUNDED BY A GENEROUS GRANT FROM KAISER PERMANENTE.



**PREPARED BY:**

THE BANPAC LEADERSHIP COUNCIL

(BAY AREA NUTRITION AND PHYSICAL ACTIVITY COLLABORATIVE)

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*Santa Clara County Public Health Department is the lead agency for BANPAC,  
the Bay Area Nutrition and Physical Activity Collaborative.*



**MCCLURE NELSON  
& ASSOCIATES**  
CREATING A CULTURE OF WELLNESS





## **Healthy Beverages Guidelines**

### **Position Statement:**

**Howell Mountain Elementary School Employees strive to promote health and wellness by being a role model for promoting healthy beverages.**

As an organization that employs staff, has volunteers, serves children and families, and hosts community events, we are committed to promoting health and wellness by providing healthy beverage choices.

Therefore **Howell Mountain** Elementary School will:

### ***Provide access to free, safe drinking water***

Require that there is access to free, safe drinking water wherever beverages are offered and/or sold. At meetings, for example, it is recommended that safe tap water, rather than individual bottles of water, be offered. If safe tap water is not available, then it is recommended that large jugs of water are utilized.

### **Comply with Beverage Guidelines**

All beverages served (e.g., meetings) and sold (e.g., vending machines and fundraisers) at **Howell Mountain** Elementary School, will strive to increase the availability of healthy beverage options by promoting the following:

- Water with no added sweeteners;
- Unflavored nondairy milk alternatives with no added sweeteners.
  - No more than 2.5 grams of fat per 8 fluid ounces
- Fruit or vegetable based juice drinks that have a maximum of 160 calories and 230 mg of sodium per container and no added sweeteners.
- 100% fruit or vegetable juices with a maximum of 160 calories, 230 mg of sodium per container and no added sweeteners.
- Coffee and tea with no added sweeteners;

Ensure that **Howell Mountain** Elementary School employees do not consume sugar sweetened beverages in front of students.



## Implementation Plan 2014 Howell Mountain Elementary School

- **Howell Mountain** Elementary School has agreed to implement the attached Staff Wellness Guidelines beginning 11/1, 2014. To implement these guidelines, Howell Mountain will:
  - Review Wellness Guidelines with staff at hire and include in Operations Manual.
  - Review Guidelines at least annually at a staff meeting
  - Post the Wellness Guidelines in the Staff Bulletin
  - Post the Wellness Guidelines in The Family Bulletin to let parents know that staff and teachers are working to be healthy role-models for their children
  - Include the Wellness Policy in the Parent handbook
  - Provide appealing containers of water at all staff meetings
  - Post signs saying “Healthy Beverage Environment to Support Community Health”
- **Howell Mountain** Elementary School Principal, Cheryl-Lynn de Werff, has joined the Bay Area Nutrition and Physical Activity Collaborative at [www.BANPAC.org](http://www.BANPAC.org)
- Cheryl-Lynn de Werff has completed the pre survey at <https://www.surveymonkey.com/s/RNjNQ86>, and will complete the post survey at <https://www.surveymonkey.com/s/FXKQXNL> by December 15, 2014

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Principal

Date

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MNA/BANPAC Representative

Title, Date