

**OAKLAND UNIFIED SCHOOL DISTRICT
AR 5030
Students**

Wellness and Nutrition Administrative Regulations

Overview

The Oakland Unified School District (OUSD) is committed to ensuring that students have access to healthy food and beverages. OUSD recognizes that setting nutritional standards for food served on campus is an important part of that commitment. OUSD is also committed to helping students and their families enroll in meal programs for which they are eligible, such as the free/reduced meal program and CalFresh.

This administrative regulation contains two main sets of nutritional requirements: (1) requirements for food served through the National School Lunch Program and related programs (herein referred to as the “School Meal Program”); and (2) requirements for Competitive Foods, which are defined as food and beverages sold outside of the school meal program. In addition, this regulation contains other food-related guidelines, including requirements for food served through school-sponsored events.

This regulation is intended to set nutritional requirements that meet or exceed state and federal requirements. The District will follow state and federal requirements should they become stricter than those set out below.

Nutritional Requirements for the School Meal Program

OUSD Nutrition Services is responsible for the School Meal Program, which includes the National School Lunch Program (NSLP), School Breakfast Program (SBP), and the Child Care and Adult Feeding Program (CCAFP).

All food served through the School Meal Program shall meet or exceed standards set by federal and state law, including but not limited to 7 CFR 210.10, 220.8, and 220.23.

Over the course of a week, meals must meet the following nutritional requirements:

1. Contain no more than 10% saturated fat;
2. Contain no trans fats;
3. Contain only whole grain (defined as 51% or more);
4. Meet the USDA standards for sodium;
5. Meet the USDA regulations for calories (minimum and maximum);
6. Contain no more than 35% sugar by weight (fruits or vegetables with naturally occurring sugars are exempt);
 - a. Cereals may not contain more than 6g of sugar and/or 400 mg of sodium per 1oz portion.
7. Limit the use of additives and high fructose corn syrup;

8. Limit the availability of chocolate milk to no more than once a week (non-fat chocolate milk only).

In addition, the District shall provide access to fresh, free drinking water during all school meal programs.

OUSD Nutrition Services is responsible for ensuring compliance with nutritional standards for breakfast, lunch, snack, and supper. OUSD shall prioritize preparing and cooking meals versus serving pre-packaged meals.

Nutritional Requirements for Competitive Foods

A Competitive Food is a food or beverage sold outside of the school meal program, such as through vending machines, fundraisers, or served as an a la carte item in a school cafeteria. Competitive Foods sold on OUSD campuses must meet or exceed the standards set by state and federal law. The nutritional requirements for Competitive Foods are as follows:

1. Food may only be sold if it is one of the following:
 - a. Fruit
 - b. Non-fried vegetable
 - c. Dairy food
 - d. Nuts, seeds, legumes, cheese (allowable protein foods)
 - e. Whole grain item (defined as 51% or more)
2. The food item must meet the following requirements:
 - a. Calories from fat cannot exceed 35% except for nuts, nut butters, seeds, reduced-fat cheese, dried fruit, and nut/seed combinations;
 - b. Calories from saturated fat cannot exceed 10% except for reduced-fat cheese, dried fruit, and nut/seed combinations;
 - c. Sugar content cannot exceed 35% by weight except fruit,¹ non-fried vegetables, and dried fruit and nut/seed combinations;
 - d. Sodium content cannot exceed 230 milligrams;
 - e. The food item may not contain trans fat;
 - f. Total calories per item may not exceed 175 calories for elementary schools and 200 calories for middle and high schools.
3. Only the following beverages will be sold on campus:
 - a. Water (preferred beverage)
 - b. 100% fruit or vegetable juice
 - c. Nonfat and 1% milk (including nonfat chocolate milk)
 - d. Soy milk

No candy or sugar sweetened beverages shall be sold or served anywhere on OUSD campuses.

¹ Dried blueberries, cranberries, cherries, tropical fruit, chopped dates, or figs that contain added sugar are exempt from fat and sugar standards. Canned fruit is only permitted if it is in 100% juice.

Additional Guidelines for Competitive Foods Sold on Campus

Vending Machines

1. All vending machines at the District shall meet the requirements for Competitive Foods (see above) as well as state standards for health and safety.
2. All vending machines shall be operated by the District.
3. The District is committed to developing a vending protocol and policy (the “Vending Program”) in order to:
 - a. Ensure that vending machines are only on campuses where approved by the District;
 - b. Ensure that proper accounting of vending revenues takes place and that revenues are applied to a proper purpose (such as student programs or the School Meal Program);
 - c. Ensure that vendors are identified through a competitive procurement process with emphasis on local vendors;
 - d. Ensure that food from vending machines is sold in accordance with all federal, state, and local laws including California Education Code as well as the District’s Wellness Board Policy and this regulation;
 - e. Establish the maximum number of machines to be allowed per site;
 - f. Establish locations where vending machines should not be allowed (such as at Child Development Centers or elementary schools);
 - g. Seek student input on items to be vended.

Mobile Food Vending (Food Trucks)

Oakland Municipal Code prohibits food trucks from coming within 500 feet of schools (Oakland Municipal Code Chapter 8.09).

Fundraising Efforts

The following rules apply to fundraising efforts involving the sale of food:

1. All food and beverages sold before 6:00 p.m. must meet the requirements for Competitive Foods (see above). OUSD encourages adherence to these requirements for food sold after 6:00 p.m. as well.
2. Food fundraising may not take place during breakfast, lunch, supper or snack service times. Times vary at individual school sites. See AR 3554 for further information about limits on the time and frequency of food fundraising.
3. Site staff must ensure that fundraisers do not interfere with student participation in the School Meal Program. To that end, food sold as part of the fundraiser during the school day must differ from the meals offered by the school cafeteria.
4. The District is committed to providing and creating resources on comprehensive healthy food and non-food suggestions for fundraisers.

Advertising Guidelines

1. The District shall maintain exclusive authority and control over all advertising on District property.

2. The District shall only permit third parties to advertise products that meet the standards set forth in the Wellness Policy or that are included in the list of items that can be served or sold on school campuses.

Guidelines for Food Served at School-Sponsored Events and Packed Lunches **Events/Meetings and School Sponsored Events**

1. Schools should always offer healthy options at school-wide events such as Back to School Night or school dances. Healthy options include fruit, vegetables, and water.
2. Efforts should be made to meet or exceed the requirements for Competitive Foods (see above). In addition, state standards for health and safety must be followed.

School-Wide and Individual Rewards and Incentives

1. Non-food items are recommended as incentives and rewards.
2. Food offered to students as incentives should meet or exceed the requirements for Competitive Foods (see above). In addition, state standards for health and safety must be followed.
3. The withholding of food as a punishment is prohibited.
4. The district will provide a resource list for non-food items.

Classroom Celebrations or School-Wide Parties

1. Food served during classroom or school celebrations should meet or exceed the requirements for Competitive Foods except for the following:
 - a. No more than once a month, schools at their discretion may allow classrooms to hold a celebration involving food that does not meet the requirements for Competitive Foods.
2. Food served during classroom or school celebrations must meet state standards for health and safety.
3. Celebrations that include food and beverages must occur after the lunch period has ended. School administrators may place further restrictions on celebrations.

Student Personal Possession (Packed Lunch and Snacks)

1. OUSD personnel, community partners, and school volunteers may not take food or beverages away from students when consumed during designated eating times, in designated eating areas, and in an appropriate manner. Students can be asked to refrain from eating candy and soda during the school day.
2. OUSD encourages students and families to follow the requirements for Competitive Foods.
3. OUSD will provide education and outreach to support healthy choices at school, home, and in communities.

Staff Role Modeling

1. Staff members are encouraged to serve as role models for students by following the requirements for Competitive Foods.
2. OUSD staff and partners will support and promote healthy lifestyles through nutrition education in the classroom, after-school programs, and at family events.

Meal Service Time and Facilities

1. The District is committed to providing adequate facilities for students to consume their meals, including age-appropriate seating.
2. Students shall have adequate time during the breakfast, lunch, snack, or supper periods to purchase or retrieve a meal, eat a meal without rushing, and clean up after themselves.
3. Students shall not be prevented from eating lunch in the cafeteria for academic or discipline reasons, except where a safety concern exists.
4. Each student should receive at least 10 minutes to consume their meal at breakfast.
 - a. All elementary sites serving breakfast will be encouraged to offer Breakfast in the Classroom or Second Chance Breakfast.
 - b. All secondary schools will be encouraged to offer Grab N Go or Second Chance Breakfast.
 - c. School breakfast will be scheduled for half an hour before school starts.
 - d. Every school kitchen will continue to serve breakfast until 9:45 to allow tardy students to eat breakfast.
5. Each student shall receive a minimum of at least 20 minutes to consume their meal at lunch.
 - a. Meals will be consumed in the cafeteria or other designated location.
 - b. Recess should not be scheduled at the same time as lunch. For grades K-3, it is recommended that lunchtime recess occur before lunch.
 - c. Lunch will not be scheduled to start before 10:45am or later than 1:00 pm.
6. OUSD is committed to implementing and maintaining the supper program at qualified sites.

Food Quality and Environmental Impact

Salad Bars

Nutrition Services will make every effort to expand the Salad Bar program where financially feasible. Nutrition Services will explore the possibility of applying for grants to support this program. The salad bar shall offer a wide variety of fresh produce with an emphasis on local products when possible.

Environmental Impact

The District is committed to improving waste management, water conservation, and energy efficiency. The District is also committed to reducing lower greenhouse gas emissions, as well as water and energy efficiency and conservation.

1. The District will continue to support the OUSD Green Gloves Program to reduce the District's total landfill contribution.
2. All cafeterias will have waste sorting stations for compost, recycling, and landfill.
3. Nutrition Services will attempt to donate left-over food from District meal services.
4. Students may bring drinking water from a designated school water source or home into the classroom, provided that the water is in a capped container, such as a bottle.

5. Nutrition Services will undertake efforts to reduce the use of packaged items and use reusable trays, plates, cups, and utensils whenever possible.

Food Purchasing/Procurement Practices

1. The District is committed to ethical procurement practices. The following priorities will guide the purchase of food where permitted by state and federal law, including laws that govern public bidding:
 - a. Local Purchasing – Produce
 - i. Nutrition Services will make every effort to ensure that at least 50% of produce comes from within a 250 mile radius of Oakland, with an even greater percentage coming from local farms in the summer months.
 - ii. Nutrition Services will make every effort to expand and track its purchases of produce from small family farms (under 500 acres).
 - iii. Nutrition Services will make every effort to expand and track its purchases of organic and pesticide-free produce.
 - b. Local Purchasing – Non-Produce
 - i. Nutrition Services will make every effort to ensure that 30% of non-produce purchases shall be from within the state of California.
 - c. Sustainable Purchasing
 - i. The District is committed to increasing its purchases of sustainably-produced foods. The following priorities will guide the purchase of food where permitted by state and federal law, including laws that apply to public bidding:
 1. Antibiotics:
 - a. Nutrition Services will attempt to purchase meats and poultry that are either raised without antibiotics or raised with limited sustainable antibiotic use verified by a third party.
 2. Hormones:
 - a. Nutrition Services will not purchase milk from cows treated with bovine growth hormone and shall make every effort to reduce its purchases of beef and pork raised with the use of hormones.
 3. Environmental Management:
 - a. Nutrition Services will make every effort to purchase food raised with appropriate environmental management practices that protect the soil, air, and water.
 4. Animal Welfare:
 - a. Nutrition Services will make every effort to purchase meats and animal products from animals raised with adequate living space, fed a healthy diet, and slaughtered humanely.
 - d. Fair Purchasing

- i. The District is committed to purchasing food from companies that treat workers fairly. Where permitted by state and federal law, including laws that apply to public bidding, Nutrition Services will make every effort to purchase foods from companies and farms that provide workers with living wages and safe working conditions.

Facilitating Enrollment in Meal Programs to Ensure No Student Goes Hungry

The National School Lunch Program ensures that OUSD students have access to healthy meals every school day. To help eligible students enroll in free/reduced meal programs, the District will:

1. Streamline the application process where permitted by law, including through Direct Certification;
2. Increase communication to those families who qualified for free/reduced meals in prior school years but who have not yet applied for the current school year.

The District will also partner with community groups to increase access to other meal programs, including the CalFresh Program, Food Banks, Food Pantries, and the Women, Infants, and Children (WIC) Program.

At some schools with a large percentage of students who qualify for free and reduced lunch, OUSD is able to provide free meals to all students through the Universal Meals Program. OUSD will endeavor to expand the Universal Meals Program where financially feasible.

Community and Customer Collaboration

1. The District encourages the establishment of a Nutrition Advisory Council (NAC) to increase communication and ensure feedback between the Nutrition Services Department, school staff, and students.
2. Nutrition Services will support a Secret Shopper program at each school site. Through the Secret Shopper program, students are able to rate their experience as customers of the meal program. Nutrition Services will use this information to change the site program as needed to improve the experience.
 - a. Comment cards will be made available to students, principals, parents, teachers, and staff to communicate questions, comments, and concerns about the meal program. Nutrition Services will use this information/data to drive modification to the site program as needed to improve the experience. Comment cards will be available at each site and on the District's website.