



Burbank Unified School District
Physical Activity, Nutrition, Wellness Committee
Meeting Minutes
March 25, 2019
3:30 pm to 4:30 pm JBHS Room 8101

AGENDA	MINUTES
<ul style="list-style-type: none">• Review the federal guidelines and charge for this committee• Review the Board policy outlining the purpose of this committee• Unwrap results of CDE Assessment Tool and SHI results• Action Steps/Recommendations for 2019-2020	<p>Attending: Lenora A., Anne A., Morgan C., Johanna C., Lisa F., Kathy S.,</p> <p>The committee reviewed the Federal guidelines for the committee as well as the Board policy for this committee’s role and tasks.</p> <p>Results of the School Health Index administered at Stevenson ES and the BUSD CDE Assessment and Planning Tool for School Nutrition by Design (2018) were shared and discussed.</p> <p>Based upon the results, the committee decided not to recommend the School Health Index at all schools throughout the district unless there was comprehensive training on how to administer, analyze, and apply the tool at school sites.</p> <p>Based upon the results of the CDE Assessment and prior knowledge, the team did discuss other options and discussed an Action Plan for 2019-2020 to be reviewed for approval at the April meeting and then shared with district leadership for recommendations for the work of this committee for 2019-2020.</p> <p>NEXT MEETING APRIL 23, 2019 FROM 3:30 - 4:30 PM IN JBHS 8101</p> <p>AGENDA: REVIEW DRAFT ACTION PLAN. IF YOU CANNOT ATTEND THE MEETING, PLEASE MAKE YOUR COMMENTS IN THE ATTACHMENT BELOW AND E-MAIL TO JOHANNACHASE@BURBANKUSD.ORG BEFORE APRIL 19, 2019.</p> <p>THANK YOU!</p>

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**ACTION PLAN FOR 2019-2020
BURBANK UNIFIED SCHOOL DISTRICT
PHYSICAL ACTIVITY NUTRITION
WELLNESS POLICY COMMITTEE
APRIL 2019**

1. Recommend utilizing tools such as the Physical Education Curriculum Analysis Tool (PECAT) to crosswalk the existing physical education curriculum to Board policy guidelines, state, and national standards for Physical Education.
2. Recommend utilizing tools such as the Health Education Curriculum Analysis Tool (HECAT) to crosswalk the existing physical education curriculum Board policy guidelines, State, and National Standards for Health Education.
3. Recommend reviewing protocols for Physical Education excuses and exclusions to ensure students receive the recommended physical activity, health fitness, and Physical Education for lifetime health benefits.
4. Recommend reviewing the online Health Education option to ensure it complies with State law, Board policy, and National Standards.
5. Recommend updating Board policy to reflect the correct contact for PAN Wellness for the district.
6. Recommend expanding committee participation to the general public by changing meeting locations to community-based agencies such as the Burbank YMCA.
7. Recommend expanding committee participation to one elementary, one middle, and one high school site administrator along with a Board of Education member as committee members.
8. Recommend providing professional development for Food Service workers aligned with the Smarter Lunchroom Movement.
9. Recommend reviewing the policies, guidelines, and enforcement of snack sales during school, fundraising, and extracurricular events.
10. Recommend continuing to align the work of this committee with the Federal guidelines for this committee.

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