Florida Healthy School District 2019-2021 Gold Level Documentation

If a district rating at the Gold level, achieved points in the following components for the outlined Performance Indicators, documentation is required. However, if no points were recorded in their self-assessment for an identified gold level performance indicator, no documentation is necessary.

You must submit your documentation one of the following ways by April 15, 2019:

1. **Email:**
   ONE email with all required documentation compiled must be submitted to: Florida Partnership for Healthy Schools at FloridaPHS@gmail.com

2. **Google Drive:**
   Please email FloridaPHS@gmail.com to receive access to a private Google Drive folder specific to your district. A link will be sent to you to upload all required gold level documents.

Please limit your documentation to what is requested to avoid important information being overlooked.

### 1. District Infrastructure

**Standard 1:** Infrastructure

**Performance Indicator 17:** The School Health Advisory Committee (SHAC) membership represents schools and school district, county health department and the community.

**Required documentation:** Sign in sheet, notes or member list for the SHAC that demonstrates participation from school district, county health department and community members.

**Standard 3:** Communication

**Performance Indicator 1:** The School Board is formally presented information about the physical, emotional, and social health of the district's students and staff.

**Required documentation:** School Board meeting agenda or minutes from meetings in which information was presented that clearly demonstrates information about physical, emotional, and/or social health of the district’s students and staff were shared.

### 2. Health Education

**Standard 7:** District provides school administrators with means to assess Health Education at each school site.

**Performance Indicator 1:** The district has policies and procedures in place to assess student health education knowledge and skills.
Required documentation: Provide up to three sample copies of assessments to measure student health education knowledge and skills.

Standard 8: The district requires stand-alone Health Education courses taught by teachers certified to teach Health Education.
Performance Indicator: The district has policies and procedures requiring certified Health Education teachers to provide health education courses.
Required documentation: Link to curriculum or scope and sequence for health education courses.

3. Physical Education

Standard 5: Physical activity is integrated in overall school curriculum.
Performance Indicator 1: The district provides activities, strategies, and tools for the integration of physical activity into the overall school curriculum using approaches such as the Comprehensive School Physical Activity Program (CSPAP).
Required documentation: Provide a list of sample activities, strategies and tools used for integration (district developed or commercial). For all activities, strategies and tools listed, please provide detailed information on the following:
• Grade level where they are used
• Communications procedure(s) for how resources are shared with school administrators, among teachers and staff
• Describe how implementation of physical activity integration is tracked by the school district

4. Health Services

Standard 5: The district and county health department have a process for monitoring compliance with Florida Statutes and district policies to include access to preventive services, referrals, emergency care and management of acute and chronic health conditions for all students, including assistance with medication and dental hygiene.
Performance Indicator 2: The district has policies and procedures in place to monitor referral and follow-up for all students failing screenings.
Required documentation: Provide a copy of the policy(s) and procedure(s) or MOU outlining the process for monitoring referral and follow-up for all students failing screenings.

5. Nutrition Services and Education

Standard 1: The district's wellness policy includes strong provisions that require action and specify implementation plans to enhance programs and services.
Performance Indicator 5: The district annually reviews and makes appropriate updates or modifications to the local school wellness policy based on an assessment/evaluation process to measure compliance and progress.

Required documentation: Provide an e-copy or website link to your wellness policy.

Standard 2: The district is implementing one or more aspects of the farm-to-school program.

Performance Indicator 4: The district provides monthly invoice data for the Florida Department of Agriculture and Consumer Services Farm-to-School Annual Report.

Required documentation: Provide evidence of invoice data submission(s).

6. Counseling/Psychosocial and Social Services

Standard 4: The district collaborates with community agencies to support the social, emotional, and academic needs of students and families.

Performance Indicator 1: The district has procedures to develop relationships with mental/emotional health and social service organizations. Specifically, the district has documentation demonstrating community referral processes that includes mental health, social services, counseling, medical, dental and parenting.

Required documentation: Provide a list of community partner organizations that collaborate with the district to support the social, emotional, and academic needs of students and families.

7. Healthy School Environment: Social Emotional and Physical

Social Emotional

Standard 1: Safe and Supportive School Environment: A healthy social/emotional school environment is supported by programs and policies that nurture positive behavior and promote a feeling of belonging and respect for all students, staff, and families.

Performance Indicator 5: The district reinforces implementation of social-emotional learning across all school levels.

Required documentation: Provide a list of the SEL programs and practices being implemented along with detailed implementation information and any evidence to demonstrate that the program is achieving the intended results.

Performance Indicator 8: The district has policies and procedures to require School Climate Surveys of all schools, which includes responses from students, staff and parents.

Required documentation: Describe how your district has used the data from these surveys to inform and guide decision-making, priorities and/or program planning.

Physical
**Standard 2:** Safe and Healthy Physical Environment: The physical environment is free from potential hazards including biological, chemical and other safety hazards and has adequate policies and practices regarding disaster preparedness.

**Performance Indicator 2:** The district has policies to respond to natural disasters and related emergencies.

**Required documentation:** Provide a copy of policy(s) and procedure(s) associated with natural disasters and related emergencies.

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8. Employee Wellness

**Standard 1:** District infrastructure and policy provide sustainability of the employee wellness program.

**Performance Indicator 3:** The school board receives a report on employee health care costs at least annually.

**Required documentation:** Provide a copy of the annual report and a copy of the school board agenda in which it was presented.

**Standard 3:** Wellness opportunities such as health screening, lifestyle education and physical activity are provided and promoted to all staff, including administrators, teachers and support personnel.

**Performance Indicator 7:** The district has a referral and follow-up process for employees identified to be at risk for chronic disease, such as BMI>29, high blood pressure, diabetes, and tobacco use.

**Required documentation:** Provide a copy of the policy and procedure and/or MOA/Contract with the insurer or community partners.

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9. Family and Community Involvement

**Family Involvement**

**Standard 1:** Youth, parents and care-givers participate in policy and program development.

**Performance Indicator 3:** The district has a mechanism in place to reduce the number of uninsured children by collecting, sharing and disseminating information about Florida KidCare.

**Required documentation:** Provide documentation for all that apply, for a maximum 5 points.
- Screen shot of Florida KidCare wed ad or banner, linking back to the Florida KidCare website on a school’s home page
- Copy of application for free and reduced lunch asking parents if they would like information about KidCare
- Copy of redacted list (no personal information) or description of the process in which contact information is collected and shared with Florida KidCare or its agents

**Community Involvement**
Standard 2: Community members, groups and organizations serve as active partners in district policy and program development and implementation.

Performance Indicator 4: The district has designated representatives to community coalitions such as Whole Child, Shared Services, Early Learning, Healthy Start or other health and education partnerships.

Required documentation: List of community coalitions in which the district participates.