



Wellness Policy

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General Provisions

Health Leadership High School shall maintain a district wellness approach that follows the coordinated school health approach. Health Leadership High School recognizes that a coordinated school health and wellness approach connects health with academic success, supports student and staff wellness, and contributes to student academic achievement. Health Leadership High School shall strive to utilize the histories, language, and cultures of our families, community and students as the foundation of a coordinated school health approach that ensures every student is eager to be a world-class citizen. Collaborative decision-making processes shall be incorporated on district and school-level School Health Advisory Councils.

The approach shall be culturally responsive and will focus on increasing academic opportunities by eliminating barriers that affect students' readiness to learn. Health Leadership High School shall promote a healthy, safe learning and working environment that provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, health promoting behaviors that can improve student achievement and assist staff in meeting the needs of students.

Family, School and Community Engagement

In line with a coordinated school health approach, Health Leadership High School shall create a school environment that promotes student health and supports academic achievement through effective partnerships among families, schools, and communities.

The district shall establish and maintain a School Health Advisory Council (SHAC) whose membership represents the High School and the cultural diversity of Health Leadership High School. Membership should include equal representation of family/ student/community membership. Membership shall include:

- Health Leadership High School administrator(s)
- Family(ies)/Parent(s)

- School staff
- Student(s)
- Community member(s)

Health Leadership High School Health Advisory Council shall provide advice and counsel to the Health Leadership, High School Superintendent and Board of Education on the development, revision, implementation, monitoring, and evaluation of the district's wellness policy. In addition, the district School Health Advisory Council may be asked to make recommendations regarding issues and topics related to the eight components of the coordinated school health approach. Health Leadership High School shall meet for one or more of these purposes at least bi-annually and report progress to the Board of Education bi-annually.

At the request of the Superintendent, the School Health Advisory Council shall be responsible for recommending a list of topics/issues that the council will work on the next year and submit them for consideration by district leadership. Topics/issues may include, but not limited to:

- The promotion of physical activity opportunities for students, before, during and/or after school.
- The promotion of Smart Snack Nutrition Standards as stated in the Albuquerque Public Schools Competitive Food Sales Board Policy and Procedural Directive.
- Guidance for school sponsored fundraisers during normal school hours that meet guidelines as stated in the competitive food sales Albuquerque Public Schools Board Policy and Procedural Directive.
- Ensure K-12 health education curriculum is aligned to the New Mexico Health Education Standards and Benchmarks with Performance Standards.
- Ensure K-12 physical education curriculum is aligned to the New Mexico Physical Education Standards and Benchmarks with Performance Standards.
- Support the behavioral health needs of all students in the educational process.
- Ensure schools are following the Public Education Department requirements for Site Safety Plans.
- Support health services needs of students in the educational process.
- Ensures an equitable work environment and a work environment that meets the American with Disabilities Act for all staff.
- Provide recommendations to ensure that school wellness programs are measured.
- Ensure that schools provide site wellness information to the community through school wellness profiles.

- Ensure that the district Academic Master Plan aligns with a coordinated school health approach.

Health Leadership High School shall establish and maintain a school-level School Health Advisory Council. Each principal shall designate a committee charged with establishing

recommendations that are culturally sensitive and are focused on student and staff wellness. Recommendations may include but are not limited to: family and community engagement, nutrition, physical activity, physical education, health education, healthy and safe environments, school counseling/social and emotional wellbeing, health services, and staff wellness. This committee can be combined with an existing committee (such as the safety committee) or be a separate school health advisory council/wellness committee. This committee shall consist of:

- Principal and/or assistant principal
- Family member(s) who are not also staff working in the school
- School food service staff
- School staff (such as school nurse, counselors, social workers, teachers, etc.)
- Student(s)
- Community member(s)

School level School Health Advisory Councils shall include one or more family and community members who are not also staff working in the school.

School Educational Plans for Student Success will include specific family engagement activities targeted towards student wellness within each component of the Coordinated School Health approach.

School level School Health Advisory Councils shall:

- Review the school's Wellness Profile annually and
- Make recommendations to the school principal regarding programs and activities to support the school's coordinated school health approach.
- Ensure that there is a plan in place for measuring implementation and evaluation of the wellness policy per the PED, NSLP and USDA requirements.
- At least once every three years, assess schools' compliance with the local school wellness policy, and make assessment results available to the public. The assessment must measure the implementation of the local school wellness policy and make appropriate updates or modifications to the local school wellness policy, based on the triennial assessment.

The school has in place a School Health Advisory Council that will set health outcomes and data collection practices aimed to target specific results. This council will consist of parent(s), school food authority personnel or designee, school board member or designee, school administrator or designee, school staff, students, and community members.

Implementation and Assessment

Each school shall participate in an annual School Wellness Profile that will promote public transparency. The Wellness Progress Report shall be posted on the Health Leadership High School website each fall for the prior school year. The local wellness policy will be available to the public at: www.HealthLeadershipHighschool.org

The profile report shall include one or more indicators for:

- Family, School and Community Engagement
- Nutrition
- Physical Education/Physical Activity
- Health Education
- Healthy and Safe Environment
- School Counseling/Social and Emotional Wellbeing
- Health Services
- Staff Wellness

Each principal shall designate a committee (SHAC or other existing committee) which will be charged with reviewing the school's Wellness Progress Report, planning and implementing activities to support all of the indicators as well as the school's student wellness goals with its Educational Plan for Student Success

Plan for Implementation and Evaluation (D.11)

The School Based Health Center and the administration will maintain a plan for measuring implementation and evaluation of the wellness policy in the form of surveys or other data collection processes.

Recordkeeping

Health Leadership will retain records to document compliance. These records include but are not limited to:

1. The written local school wellness policy.
2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public as required.
3. Documentation of the triennial assessment of the local school wellness policy.

Nutrition

Health Leadership High School will follow; the nutrition guidelines for a la carte offerings minimally meeting guidelines set forth in Subsection B of 6.12.5.8 NMAC, guidelines for school sponsored fundraisers during the normal school hours minimally meeting guidelines set forth in Paragraph (1) of Subsection C of 6.12.5.8 NMAC, and guidelines for school sponsored fundraisers before and after schools hours ensuring that at least fifty percent of the offerings shall be healthy choices in accordance with the requirements set forth in Paragraph (2) of Subsection C of 6.12.5.8 NMAC.

Part 5 of the NMAC pertains to “nutrition and competitive food sales.” The rules included in this part of the NMAC apply to all public schools in New Mexico. Due to the epidemic rise in childhood obesity, all states and all school districts have taken a much larger interest in food and nutrition. The rules in this part of the code include references to “a la carte” food sales such as school lunches, any food served or sold in vending machines and all food served or sold at school fundraiser events. In each of these categories, there are numerous rules and guidelines defining exactly what types of food can be served and/or sold. For example, carbonated beverages may not be sold in vending machines to elementary and middle school students. In all schools during regular school hours, “carbonated beverages or soft drinks, non-carbonated

flavored water and sports drinks shall not be sold in a la carte offerings.” In every food and drink category there are strict calorie, sugar, and fat content requirements. Even at after school events where food is sold, 50% of all food and beverages sold must meet the daily in school requirements as purchase options.

District and school level School Health Advisory Councils will utilize the Albuquerque Public School Family and Community Engagement Board policy and procedural directive as guidance for their efforts and recommendations.

Health Leadership High School shall integrate programs that provide access to a variety of nutritious, affordable and appealing meals and snacks for students; nutrition education; and an environment that promotes healthy eating behaviors.

In recognition of the role that nutrition plays in supporting academic performance and quality of life, schools shall provide adequate opportunities to be able to encourage and support healthy eating by students. Health Leadership will meet or exceed local, state and federal nutrition requirements and/or USDA nutrition standards.

Health Leadership High School is committed to ensuring that all foods and beverages available to students on the school campus during the school day support healthy eating. The foods and beverages sold outside of the school meal programs will meet USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve students’ health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits. To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus, during the school day, will meet the USDA Smart Snacks nutrition standards. These standards will apply in all location and through all services where foods and beverages are sold, which may include, but are not limited to, a la carte options in serving/eating area, vending machines, school stores, and snack or food carts.

Standards and nutrition guidelines for all foods and beverages sold to students on the school campus during the school day.

Health Leadership High School Health personal shall ensure that all foods and beverages made available through vending machines, a la carte, student stores, food vendors, snack bars, and school-sponsored fundraisers before, during and after normal school hours shall minimally meet United States Department of Agriculture (USDA) Smart Snack Nutrition Standards set forth in New Mexico Administrative Code and district procedural directive. Health Leadership High School Food and Nutrition Services Department shall ensure that foods and beverages sold or served in the school meal programs are following federal and state statutes and regulations. The Smart Snacks Calculator can be found at: [Smart Snacks Product Calculator](#)

Standards 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) :

All foods offered on the school campus will meet USDA Smart Snacks in School nutrition standard. The Smart Snacks Calculator can be found at: [Smart Snacks Product Calculator](#)

- Celebration and parties; the district/school will provide a list of healthy party ideas to

parents and teachers, including non-food celebration ideas. Healthy party ideas are available from the Alliance for a Healthier Generation and from the USDA.

- Classroom snacks brought by parents; the school/district will provide to parents with a list of foods and beverages that meet Smart Snacks nutrition standards.
- Rewards and incentives; the district/school will provide teachers (including special education teachers and related service personnel) and other relevant school staff a list of alternative ways to reward children. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.
- Withholding food, water or bathroom privileges from a student for any reason is unlawful. (Ref: 6.11.2 NMAC) g.

Fundraisers:

Foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards may be sold through fundraisers on the school campus during the school day. The Smart Snacks Calculator can be found at: [Smart Snacks Product Calculator](#) The district/school will make available to parents and teachers a list of healthy fundraising ideas. All food-related fundraisers during the school day meet USDA Smart Snack standards.

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). Documentation of non-exempt fundraisers will be kept on file.

The school uses non-food fundraisers, such as “Flamenco-a thon” which encourages physical activity.

Nutrition Promotion and Education Goals:

All schools will provide nutrition education activities that align with the New Mexico Health Education Content Standards with Benchmarks and Performance Standards as set forth in 6.29.6 NMAC. Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout the school. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff and teachers, parents, students, and the community.

- The District/school will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

Implementing evidence-based healthy food promotion techniques through the school meal programs, using Smarter Lunchroom techniques; and Promoting foods and beverages that meet

the USDA Smart Snacks in School nutrition standards. Additional possible promotion techniques that the District/school may use are available at:

www.healthiergeneration.org/smartsnacks.

Food and Beverage Marketing:

The District/school is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The district/school strives to teach students how to make informed choices about nutrition, health, and physical activity. These efforts will be weakened if students are subjected to advertising on District/school property that contains messages, inconsistent with the health information the district/school is imparting through nutrition education and health promotion efforts. It is the intent of the District/school to protect and promote student's health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District's Wellness Policy.

Any foods and beverages marketed or promoted to students on the school campus (during the school day) will meet or exceed the USDA Smart Snacks in school nutrition standards. iii. Food advertising and marketing is defined as an oral, written, or graphic statement made for the purpose of promoting the sale of a food or beverage product. This term includes, but is not limited to the following:

Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container; Displays, such as on vending machine exteriors;

Corporate brand, logo, name, or trademark on school equipment, such as message boards and marquees; Corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment, as well as on posters, book covers, pupil assignment books, or school supplies displayed, distributed, offered or sold by the District;

Advertisements in school publications or school mailings; and Free product samples, taste tests, or coupons of a product, or free samples displaying advertising of a products.

Other Activities that Promote Student Wellness

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components, so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

Health Leadership High School encourages to coordinate content across curricular areas that promotes student health, such as promoting healthy eating and physical fitness in other core subjects, with consultation provided by either the school or the District's curriculum experts. All efforts related to obtaining federal, state, or association recognition or grants/funding opportunities for healthy school environments will be coordinated with and complementary

of the wellness policy, including but not limited to ensuring the involvement of the SHAC. All school-sponsored events will adhere to the wellness policy. All school-sponsored wellness events will include physical activity opportunities.

Community Partnerships

The District will continue to develop relationships with community partners (i.e. universities/colleges, local businesses, nonprofits, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches to healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts. As described in the "Community Involvement, Outreach, and Communications" subsection, the District will use electronic mechanisms (such as email or displaying notices on the district'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 opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Water Availability:

Health Leadership High School has various unflavored water fountains throughout the school to promote hydration as well as a BEVI Machine which has Sugar free flavored water and sparkling water which students, staff and visitors have access at any time. In addition, students are strongly encouraged to bring and carry approved water bottles, filled with only water throughout the day.

All water sources and containers will be maintained on a regular basis to ensure good hygiene standards. Such sources and containers may include drinking fountains, hydration stations and methods for delivering drinking water.

Food Allergies:

CDC in consultation with the U.S. Department of Education has developed guidelines to provide practical information and recommendations for each of the five priority areas that are addressed:

- 1. Ensure the daily management of food allergies in individual children.**

To protect the health and safety of an individual child with food allergies, school program staff will identify children with a history of food allergies and develop or obtain plans to manage their allergies.

- Identify children with food allergies.
- Develop a plan to manage and reduce the risk of food allergy reactions in individual children.
- Help students manage their own food allergies.

2. Prepare for food allergy emergencies.

Health Leadership High School will prepare for food allergy emergencies in the same ways they approach emergency preparedness for other hazards by:

- Set up communication systems that are easy to use.
- Make sure staff can get to epinephrine auto-injectors quickly and easily.
- Make sure that epinephrine is used when needed and someone immediately contacts emergency medical services.
- Identify the role of each staff member in an emergency.
- Prepare for food allergy reactions in children without a prior history of food allergies.
- Document the response to a food allergy emergency.

3. Provide professional development on food allergies for staff members.

Health Leadership High School will provide training to all staff members to increase their knowledge about food allergies and how to respond to food allergy emergencies.

4. Educate children and family members about food allergies.

5. Create and maintain a healthy and safe educational environment.

- Develop food-handling policies and procedures to prevent food allergens from unintentionally contacting another food.

Physical Activity:

Physical activity is conducted for health and wellness reasons and should not be withheld or used as a punishment.

Physical activity is not a replacement for physical education. In addition to the Physical Education and Health Education Content Standards, schools shall provide opportunities for all students to participate in before, during and/or after school physical activity programs outside of physical education programs. These may include, but are not limited to:

- 10-minute “brain breaks/energizers” integrated into curriculum
- Safe Routes to School encouragement and education activities
- Intramurals
- Family Engagement nights
- After school clubs and activities
- Interscholastic athletics (at the secondary level)
- Healing Center
- Equine Therapy
- Yoga

Competitive and non-competitive physical activity opportunities that are developmentally appropriate in nature shall be offered to all students. Our goal is to provide education on the

health benefits of physical activity that align with both the New Mexico Health Education and Physical Education Content Standards with Benchmarks and Performance. Physical activity is included as a health education topic (6.29.9 NMAC). Health Leadership High Schools goal is to promote student health and wellness for all students.

Physical activity opportunities for students will be provided during the school day. There will be opportunities for students to engage in physical activities before, during and after school informally through our community opportunities they may choose to participate in.

Physical Education

Health Leadership High School shall provide students with physical education to ensure that all students are able to learn and develop the skills, knowledge, and attitudes necessary to be physically active.

Health Leadership High School shall provide a planned, sequential, physical education curriculum that is aligned to the health and physical education content standards with benchmarks and performance standards as set forth in 6.30.2.19-20 NMAC and provides the optimal opportunity for students to:

- Learn and develop skills,
- Increase knowledge and attitudes necessary to personally decide to participate in lifetime healthful physical activity, and is
- Aligned to the Physical Education Content Standards with Benchmarks and Performance Standards.

Physical education classes will be sequential, building from year to year, and content will include motor skills, concepts and strategies, engagement in physical activity, physical fitness, responsible behavior and benefits of physical activity. A high-quality physical education program improves overall student health and enhances student academic achievement.

Health Leadership High School provides a planned, sequential health and physical education curriculum One unit of PE is included as a district graduation requirement.

- Every student shall have opportunities to participate in physical education. Adapted PE is available to all students where appropriate.

Health Education

- Health Leadership High School shall provide a comprehensive health education curriculum to provide opportunities for students to acquire health literacy and life skills. Health Leadership High School shall provide a planned, sequential, health education curricular framework that addresses Health Leadership High School Health Education Units of Study and is aligned to the New Mexico Health Education Content Standards with Benchmarks and Performance Standards. Health Leadership High School will follow district procedures outlined in the “Human Sexuality and AIDS Instructional Material” and the “Exemptions from Health or Physical Education Curriculum” that addresses for instruction on HIV”. Health Leadership High School assures that HIV instruction is provided (6.12.2.10 NMAC).
- 1 credit of Health Education is offered in high school as a graduation requirement.

Healthy and Safe Environment

Health Leadership High School shall promote a positive school climate and culture that facilitates teaching and learning in a healthy and safe environment before, during and after school that:

- Focuses on the whole child,
- Promotes personal growth and healthy personal relationships, and
- Provides freedom from discrimination and abuse including bullying prevention and intervention.

Health Leadership High School shall promote a climate and culture before, during and after school for students, teachers, staff, parents, and community members that support academic achievement.

Health Leadership High School sites shall develop and utilize guidelines for a Site Safety Plan, which will be reviewed and updated annually. The plan shall include prevention, policies and procedures, preparedness, response, and recovery that focuses on supporting healthy and safe environments. Plans shall be submitted to the Student, Family and Community Supports Division and Albuquerque Public Schools School Police for annual approval.

Families shall be notified annually at registration of where they can access information regarding school emergencies. Schools shall perform twelve (12) emergency drills annually, at different times during the school day including while students are in the classroom and at lunch/recess. Emergency drills shall consist of nine (9) fire drills, (2) lockdown drills and one (1) evacuation drill at the intervals set forth in the Emergency Drills and Fire Marshal Inspection Board Policy and Procedural Directive.

All Health Leadership High School sites shall provide safety procedures and appropriate training for students, teachers, parents, and staff. These trainings shall support personal safety and a violence/harassment-free environment. Example of trainings include OSHA, child abuse, suicide prevention, bullying, lockdown, and lesbian, gay, bisexual transgender and questioning (LGBTQ) sensitivity.

All Health Leadership High School district buildings and grounds, structures, buses and equipment will meet current state and local statutes, regulations and standards.

All Health Leadership High School facilities shall abide by district policies and procedural directives which create and promote an environment free of tobacco or tobacco products, alcohol and other drugs.

Implementation of school-wide prevention programs and supports shall be based on each school's needs and best practices in coordination with the Albuquerque Public Schools Student, Family and Community Supports Division.

School Counseling/Social and Emotional Wellbeing

Health Leadership High School, shall provide services to maintain and/or improve student's mental, emotional, behavioral and social health. Health Leadership will address the behavioral needs of all students in the educational process by focusing on students' social and emotional wellbeing (6.12.6.8.D.6 NMAC) and support services are available to all students.

Health Leadership High School shall collaborate with students, families, staff and community to

influence student success by building awareness and promoting strategies focused on maintaining and/or improving student mental health.

Schools shall have an active Health and Wellness Team that meets regularly, to address student specific and school-wide issues as outlined in the Health Leadership High School Health and Wellness Team Manual. It is recommended that teams meet at least every two weeks. The core members of each Health and Wellness Team may include the school nurse, school counselor, teacher(s) and school administrator. Other mental health professionals (i.e. Crossroad Counselors, school-based health center clinicians, contracted Community Mental Health Providers, etc. – note: special education school social workers and school psychologists may participate if the student is a special education student) attend Health and Wellness Team meetings when their services are requested.

Health Leadership High School shall have a documented procedure in place for students to request assistance with any social-emotional need. In turn, all school staff shall have annual training and information on this procedure and others to support student safety and wellbeing including the following:

- School staff members are trained in child abuse and neglect detection and reporting, per Section 22-10A-32, NMSA
- Schools adhere to substance abuse reporting per Section 22-5-4, 4 NMSA 1978
- Health and Wellness Team referrals, and
- School-specific social and emotional resources.

Schools shall follow the Board policy and procedural directive on Bullying and Cyberbullying Prevention.

Schools shall have an individual student safety plan for students that are exhibiting behaviors that could impact the safety of the students and/or staff.

Schools shall implement and measure a comprehensive counseling program as outlined in the Albuquerque Public Schools Comprehensive School Counseling Program Guide. Schools shall follow the Board policy and procedural directive on Intervention with a Potential Suicide.

The school will address the behavioral health needs of all students by collaborating with school social workers hired by the school and School Based Health Center personnel. They will provide those services directly to the student or connect the student and family to an agency within the community to pursue those services for the student.

Health Services

Health Leadership High School shall provide health services that include activities addressing the health needs of students to promote student well-being, optimal development, and strong educational outcomes.

Health services shall follow best practices and enforce state requirements (such as immunization and communicable disease requirements) in partnership with students, parents, staff and community. Health Leadership High School service personnel and the Health Based Clinic personnel shall follow standards of care for their specific role group as per state statutes and regulations. School personnel should reference the NM School Health Manual for comprehensive guidelines as well as all applicable Albuquerque Public Schools policy and procedural directives.

Health service programs shall meet all reporting, record-keeping and confidentiality requirements of state and federal statutes and regulations. directly or with referrals to community resources.

- Students with healthcare needs that may affect their school attendance and/or performance have Individualized Health Plans (IHP), which are separated from the Individualized Education Program (IEP) plan but attached to the IEP of 504 plan based on a student's needs
- Schools are compliant with 6.12.2.10 NMAC in reference to students who may be diagnosed with HIV/AIDS
- Statement addressing statute 6.12.2.8 NMAC, which makes it unlawful for any student to enroll in school unless the student is properly immunized or in the process of being properly immunized and can provide satisfactory evidence of such immunization, unless the child is properly exempted (7.5.3 NMAC) **NOTE:** District ensures that students who are identified as homeless are not prevented from entering schools, based on inability to produce records normally required for enrollment, as per the McKinney-Vento Homeless Assistant Act
- The Wellness Policy includes the provision for any student in K –12, providing authorization to carry and self-administer health care practitioner prescribed asthma treatment and anaphylaxis emergency treatment medications, as well as the right to self-management of diabetes in school settings (6.12.2.9; 6.12.8 NMAC)

Staff Wellness

Health Leadership High School shall promote activities that help maintain and improve the health of staff, contributing to improved morale and a greater personal commitment to the goals of the district. These activities shall:

- Promote the physical, emotional and mental health of employees,
- prevent disease and disability, and
- Provide opportunities for staff to learn and practice skills to make personal decisions about health-enhancing daily habits.

Health Leadership High School Human Resource Department, shall 1) provide staff with information related to exercise, stress management and nutrition and 2) encourage and provide opportunities for staff to participate in health promotion activities and events that focus on exercise, stress management and nutrition.

- District and its governing boards and schools, implement policy to ensure the right to privacy of all school employees infected with HIV, keeping these safe and confidential
- Create a plan to address the staff wellness needs of all school staff that minimally ensures

an equitable work environment and meets the Americans with Disabilities Act, Title III (6.12.6.8.D.9 NMAC)

- Members of the school staff are allowed to participate on the district's SHAC, as per 6.12.6.8 NMAC Section E

Staff wellness needs of all school staff shall be addressed through a plan that will be developed to ensure an equitable work environment and meets the American with Disabilities Act, Part III.

Definitions

For the purposes of this procedural directive, “adapted physical education” means a physical education instructional program that is developed and implemented for an individual with a disability.

For the purposes of this procedural directive, “brain breaks/energizers” means simple 1–2-minute mind and body challenges that help to regain focus in the classroom.

For the purposes of this procedural directive, “coordinated school health approach” means the framework for linking health and education. The focus is healthy and successful students. There are eight interactive components of coordinated school health: health education; physical education and activity; nutrition; social and emotional well-being; healthy and safe environment; health services; staff wellness; and family, school and community engagement.

For the purposes of this procedural directive, “educational plan for student success (EPSS)” means a year-long plan designed to guide Albuquerque Public Schools towards meeting the annual measurable objectives established by the Public Education Department.

For the purposes of this procedural directive, “family, school and community engagement” means an integrated family, school and community approach for enhancing the health and well-being of students by establishing a district and school-level school health advisory councils that has the responsibility to make recommendations to the local school board in the development or revision, implementation, and assessment of the wellness policy.

For the purposes of this procedural directive, “fundraiser” means a sale on a school campus to benefit a school or school organization of beverage or food products limited by a United States Department of Agriculture school meal program for use, consumption or sale during the school day in competition with school meals. A fundraiser may be conducted only for up to one school day on two occasions per semester or trimester term in a school that participates in United States department of agriculture school meal programs. The wellness policy implemented through

6.12.6 NMAC shall include annual assurances to the New Mexico public education department of compliance with limitations on “fund raisers” pursuant to this subsection and subject to review as part of the administrative review of a school food authority.

For the purposes of this procedural directive, “health and wellness team (HAWT)” means an internal “System of Care Model” which is implemented throughout the Albuquerque Public Schools district. The core members of the HAWTs are school counselors, and school nurses, with other appropriate Albuquerque Public Schools staff when needed. Administrators participate as they are able. These individuals work in a collaborative manner to provide consultation and resources to one another, identify and assess student referrals, determine intervention plans, and monitor student progress and program outcomes.

For the purposes of this procedural directive, “health education” means 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. It meets the content standards with benchmarks and performance standards as set forth in 6.29.6 NMAC.

For the purposes of this procedural directive “health literacy” means the degree to which individuals have the capacity to obtain, process, and understand basic health information and services needed to make health decisions.

For the purposes of this procedural directive, “health services” means a broad scope of services, provided by qualified professional healthcare providers, which address the physical and mental health needs of students.

For the purposes of this procedural directive, “healthy and safe environment” means a healthy school environment conducive to teaching and learning. It supports a total learning experience that promotes personal growth, healthy interpersonal relationships, wellness, and freedom from bullying, discrimination and abuse for all students.

For the purposes of this procedural directive, “nutrition” means programs that provide access to a variety of nutritious and appealing meals and snacks that accommodate the health and nutrition needs of all students.

For the purposes of this procedural directive, “physical activity” means body movement of any type which include recreational, fitness, and sport activities.

For the purposes of this procedural directive, “physical education” means the instructional program that provides cognitive content and learning experiences in a variety of activity areas. It provides the opportunity for all students to learn and develop the skills, knowledge and attitudes necessary to personally decide to participate in a lifetime of healthful physical activity. It meets the content standards with benchmarks and performance standards as set forth in Section 6.29.9 NMAC.

For the purposes of this procedural directive, “Safe Routes to School” means a national program that is designed to create safe, convenient, and fun opportunities for children to bicycle and walk to and from school. The goal is to reverse the decline in children walking and bicycling to school, increase kids' safety and reverse the alarming nationwide trend toward childhood obesity and inactivity.

For the purposes of this procedural directive, “school counseling/social and emotional wellbeing” means services provided to maintain or improve students’ mental, emotional, behavioral, and social health. It includes a comprehensive school counseling program that is a collaborative effort between the school counselor, families and other educators to create an environment promoting student achievement.

For the purposes of this procedural directive, “School Wellness Profile” means the summary of indicators, made available to the public, in each of the coordinated school health components.

For the purposes of this procedural directive, “Smart Snack Nutrition Standards” means the standards set by the United States Department of Agriculture (USDA) for the sale of competitive foods and beverages sold to students on school campuses or school sponsored events during the school day as defined by the USDA (JL5 Competitive Food Sales).

For the purposes of this procedural directive, “staff wellness” means opportunities for school staff to improve their health status through activities such as health assessments, health education and health-related fitness activities. These opportunities encourage school staff to pursue a healthy lifestyle that contributes to their improved health status, improved morale, and a greater personal commitment to the school's overall coordinated school health approach.

Administrative Position:

Executive Director of Student, Family and Community Support/
Executive Director of Human Resources

Department Director:

Director of Coordinated School Health

Cross References:

Legal Cross Ref.: NMAC 6.12.2.8

NMAC 6.12.4.8

NMAC 6.12.5.8

NMAC 6.12.6.8

NMAC 6.12.7.8

NMAC 6.29.6

NMAC 6.29.9

Board Policy Cross Ref.:

- AD Tobacco Free Schools
- [JL6 – Bullying Prevention](#)
- [JL – Student and Staff Wellness and Welfare](#)
- KB – Family and Community

Engagement Procedural Directive Cross

Ref.:

- Safe Schools and Relations with Law Enforcement Authorities
- [Human Sexuality and AIDS Instructional Materials](#)
- [Exemptions from Health or Physical Education Curriculum](#)
- [Bullying and Cyber Bullying Prevention](#)
- [Intervention with a Potential Suicide](#)
- Competitive Food Sales
- Family and Community Engagement
- Food and Nutrition Services
- Emergency Drills and Fire Marshal Inspections
- Gender Discrimination and Sexual Harassment: Students
- Non-Discrimination: Gender Identify and Expression
- Student Smoking and/or Tobacco Use

NSBA/NEPN Classification: ADF, IHAMD

Reviewed and approved by HLHS Governing Council on : June 25, 2025

