| OVERALL Group/theme | **CODE** | **DESCRIPTION** | **INCLUSION** | **EXCLUSION** | **EXAMPLES** |
| --- | --- | --- | --- | --- | --- |
| **Values &**  **Awareness** | A\_PERSONAL\_VALUE | Personal values of health held by respondent | Descriptions of personal feelings, values, about health [in general] | Values held by other people or collective values | I’ve always believed that it’s important to eat well. |
| A\_FEDERAL\_GUIDELINES | Awareness of federal guidelines specific to local wellness policies | Descriptions of H HFKA or federal guidelines related to LWP | Discussion of state or local guidelines policies | I am very familiar with federal guidelines related to local wellness policies |
| A\_STATE\_GUIDELINES | Awareness of state guidelines specific to local wellness policies | Descriptions of state guidelines related to LWP | Discussion of federal or local guidelines | I don’t have deep understanding of any state specific guidelines |
| A\_DISTRICT\_LWP | Awareness of district’s adopted LWP | Descriptions of district LWP adopted by school board | Discussion of state or federal | Our board adopted a new policy just last year |
| A\_FINAL\_RULE | Awareness of final rule for local wellness policies | Description of recent final rule related to LWP | Discussion of wellness policies not related to final rule | Our district has not made any changes as a result of the local wellness policy final rule |
| A\_NUTRITION | Provisions related to nutrition that have been implemented as a result of wellness policy adoption | Discussion of specific nutrition policies implemented in school/district | Discussion of broad wellness policies | Nutrition information was implemented in our schools |
| A\_PA | Provisions related to physical activity that have been implemented as a result of wellness policy adoption | Discussion of specific physical activity policies implemented in school/district | policies | Minimum physical activity standards were implemented in our schools |
| **Implementation, Oversight & Reporting** | IMP\_SUPT | Perceived roles of Supt / Assist Supt with respect to LWP implementation | Description of the types of roles that Supt or Assist Supt should play with LWP implementation | Description of other professionals/staff responsible for implementation | I am a facilitator when it comes to the LWP |
| IMP\_ROLE | Description of key specific roles of school personnel and responsibility for implementing the local wellness policy | Description of person responsible for implementation, oversight and reporting | Description of Supt roles or non-stakeholder roles in implementation | Our wellness coordinator is primarily responsible for implementation |
| IMP\_FREQ | Description of the frequency with which Supt is informed of LWP implementation, and reporting related activities | Description of time frequencies | Descriptions of who is responsible or what activities being conducted | My wellness lead meets with me monthly to discuss progress and issues |
| IMP\_COMM | Description of how LWP implementation is communicated within, internally in the district | Descriptions of communication strategies related to LWP across the district/ schools | Descriptions of specific reporting and oversight | Policy changes are communicated on our district website |
| IMP\_REPORTING | Description of how/if the district communication policy changes to the public | Descriptions of reporting on updates to the policy and indicators | Descriptions of communication strategies | We send letters to parents and reach out to local media |
| IMP\_DATA | Description of whether the district collects, reviews or uses data in monitoring or making decisions related to LWP | Description of data sources or collection methods (e.g., Fitnessgram) | Descriptions of non-data related monitoring | We look at Fitnessgram and track that but otherwise don’t have any other mechanisms |
| IMP\_UPDATING\_POLICY | Discussion of efforts to update/create LWP | Description of LWP strategies/polices that have not been implemented | Discussion of existing LWP | We are currently looking at updates needed to our LWP |
| IMP\_COMMITTEE | Description of the wellness committee’s role in LWP implementation | Discussion of the role of the wellness committee as a whole | Discussion of the role of specific individuals | Our wellness committee takes the lead on policy initiatives |
| **TA & Resources** | TA\_EXT\_COLLAB | Discussion of collaboration with external agencies for wellness policy implementation, monitoring, or evaluation | Description of any collaborative partnerships to advance LWP | Description of other resources | Ex. Universities, non-profits, state agencies |
| TA\_TNUTRITION | Awareness of Team Nutrition & description of resources utilized | Description of knowledge of, awareness of Team Nutrition | Description of other TA resources e.g., AFHK | We’ve used Team Nutrition resources for policy implementation strategies |
| TA\_RESOURCES | Description of resources that would have been helpful for LWP implementation, monitoring & evaluation | Description of TA or resources not available that would have been helpful | Description of resources that they’ve already used | Hands-on or direct TA would have been helpful |
| **Perceived Benefits & Barriers** | BB\_ACADEMIC | Description of data or perceived influence of LWP initiatives on academic performance or attendance | Descriptions of any discussion related to academic outcomes, present or potential future | Description of other outcomes related to LWP (e.g., attendance rates) | We have noticed improved student focus; there isn’t any data to support that |
| BB\_HEALTH | Description of how wellness policy has influenced student health | Descriptions of any discussion related to health of students, present or potential future | Description of other outcomes related to LWP (e.g., academic ) | I feel that our policies have improved student health overall |
| BB\_OUTCOMES | Description of how LWP has influenced other outcomes - | Descriptions of other benefits / positive outcomes related to LWP (e.g., attendance rates) | Description of academic or health-related outcomes | Our wellness policy is responsible for improved attendance amongst high school students |
| BB\_SUSTAIN | Description of sustaining wellness policy changes (culture shifts, etc) along with future expectations | Descriptions of continuing wellness related LWP efforts | Descriptions of current LWP efforts | I think finding staff time to continue policies will be a future challenge |
| BB\_ENGAGE | Description of Supt engagement on wellness policy implementation | Descriptions of how to engage other Supts with LWP efforts | Description of their own personal engagement with LWP initiatives | I think other Supts are motivated by potential changes to academic performance |
|  | BB\_CATCH-ALL | Description of district-specific or one-off barriers/benefits | Barriers/benefits that may be unique to a specific district or situation | Barriers that can be categorized into academics, health, or school outcomes | We’ve had issues with pushback from our local community |
| **Additional components of LWP** | OTHER\_STAFFWELL | Descriptions of staff wellness policies and programs | Descriptions of staff initiatives tied to LWP implementation | Descriptions of student-focused initiatives | Our wellness committee started a staff weight loss program |
| OTHER\_SEL | Descriptions of social-emotional learning (SEL) policies and initiatives | Descriptions of SEL issues, policies, and initiatives | Description of LWP related initiatives | We started a mental health program |
| OTHER\_FOODINSECURITY | Discussion of food insecurity experienced by students in the district | Issues with lacking food at home or not knowing when meals will come | Issues of food or nutrition not related to hunger, food access or food insecurity | Food insecurity is a major issue in our district |
| OTHER\_THIRDPARTY | Discussion of food service provided by a third party company | Discussion of external food service parties or policies | Discussion of food service provided by the district | Aramark does food service for our district |
| OTHER\_INNOVATIVE | Description of innovative or unique programs/policies internally implemented by districts | Discussion of internal activities | Discussion of external activities (grant-seeking) | We implemented a grab’n’go station to reduce lunch wait times |
| **Fundraising and**  **Food Marketing** | MARKET\_AD | Discussion of types of food marketing displayed in schools | Description of advertisements, marketing found on campus | Description of non-food marketing | We don’t display any food marketing in our schools |
| FUNDRAISING | Description of fundraisers conducted in their school district | Descriptions of fundraising efforts on campus | Description of other Smart Snacks venues/ sales | Our cookie sales were switched to wrapping paper sales. |
| FUNDRAISING\_PERSPECTIVE | Description of perspectives about fundraising | Any description of perspectives, motivations, views | Description of practices | It just benefits corporations |
| **Other** | PARENTS | Descriptions of parents in their school district | Descriptions of parent involvement with LWP or other issues | Descriptions of staff or other stakeholders | Our parents here were very interested in wellness efforts |
| MONEY\_QUOTE | CATCH-ALL for eloquent / articulate quotes that make a strong thematic point |  | | |