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APPENDIX I

BASIC NUTRITIONAL GUIDELINES

Basic nutritional guidelines which generally apply to healthy individuals over the age of two years would be:

Daily, drink 64 to 80 ounces of water/water based beverages:

Water

Fruit Juices

Vegetable Juices

Milk

Make grains a staple: six to eleven servings per day of:

Breads

Cereals

Rice

Pasta

[The American Dietetic Association and the USDA (U.S. Dept of Agriculture) recommend that a minimum of three of these servings come from whole grains.]

[Note: Eleven total servings applies to those who are both

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big and active, thus require 2,800 calories each day; whereas six servings would be appropriate for small, inactive individuals who consume just 1,600 calories per day.]

Include two to four servings of fruit each day.

Include three to five servings of vegetables each day.

Include two to three servings per day of Dairy products.

Milk

Cheese

Yogurt

Include two to three servings per day of high-protein foods:

Lean Meat

Poultry

Fish

Cooked Dry Beans

Eggs

Nuts

Include 20 to 30 grams of Fiber each day. High fiber foods include:

Fruits

Vegetables

Whole-Grain Products

Cooked Dry Beans

Limit consumption of salt, sweets and alcohol. To help limit sugar and salt, buy Fewer Pre-Prepared Foods or Look for Low-Sodium Products.

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Eat Fresh Fruit for Dessert.

Try salt substitute and artificial sugar.

Limit dietary intake of saturated fat and cholesterol. To help decrease dietary fat:

When eating meat, choose lean meat and trim the fat; trim the skin from poultry.

Broil, poach, steam and bake foods instead of frying.

When baking, substitute fruit puree for some or all of the butter or oil in recipes.

Choose low-fat or no-fat dairy products.

Limit use of high-fat condiments such as mayonnaise, salad dressing, butter, and margarine.

Instead of a rich dessert try fruit.

Avoid fast-food restaurants.

Choose “heart-healthy” alternatives when eating out.

Try fat substitutes.

Eating a wide variety of foods from all food groups is the best way to help ensure adequate intake of essential vitamins and minerals.

For individuals who cannot or do not consume an adequate variety of foods, however, a multi-vitamin/multi-mineral supplement may be beneficial.

SUGGESTED READINGS

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- Covey, S. (2004). *The 7 Habits of Highly Effective People: Restoring the Character Ethic*. New York: Free Press.
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- Readings on Wealth Building/Savings
- Bach, D. (2004). *The Automatic Millionaire: A Powerful One-Step Plan to Live and Finish Rich*. New York: Broadway Books.
- Chilton, D. (1995). *The Wealthy Barber: Everyone's Commonsense Guide to Becoming Financially Independent*. Prima Publishing.

WEBSITES ON LEADERSHIP

- www.leadershipsociety.com
- www.ptk.org
- www.apca.com
- www.asgaonline.com
- www.gammabetaphi.org
- www.ncssleadership.com
- www.paperclipcommunications.com
- www.changezone.co.uk/weblinks/leadwebs.html
- www.circlek.org/circlek/
- http://www.12manage.com/i_1.html
- <http://psychology.about.com/od/leadership/p/leadtheories.htm>

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WEBSITES ON CHARACTER

http://education.csufresno.edu/bonnercenter/character_education_links.html

<http://www.school-for-champions.com/character/resources.htm>

<http://cte.jhu.edu/techacademy/web/2000/kochan/charactertraits.html>