

**Michigan Department of Education
Office of Health and Nutrition Services
School Nutrition Programs**

**Local Wellness Policy:
Triennial Assessment Summary**

Background

The Healthy, Hunger-Free Kids Act of 2010 requires Local Educational Agencies (LEAs) to update or modify their wellness policy, as appropriate. When wellness committees meet on a regular basis throughout the school year, an assessment plan should be used to ensure progress is being made on the district's wellness policy and procedures.

Purpose

The template below is offered to help summarize the information gathered during your assessment. Members of a school wellness committee who are completing the triennial assessment for their school wellness policy may use this template. It contains the three required components of the triennial assessment, including 1) compliance with the wellness policy, 2) how the wellness policy compares to model wellness policies, and 3) progress made in attaining the goals of the wellness policy.

Results

The copy of the assessment must be made available to the public. How the assessment is made available is the decision of the LEA. Many LEA's choose to post the results on their district website. The triennial assessment summary and the assessment details must be shared.

Recordkeeping

Keep a copy of the most recent triennial assessment, along with supporting documentation on file. This will be needed when you have a School Nutrition Program administrative review=Resources

<https://www.fns.usda.gov/tn/local-school-wellness-policy>

https://www.michigan.gov/mde/0,4615,7-140-66254_50144-194546--,00.html

Section 1: General Information

School(s) included in the assessment:

Allendale Elementary, Rogers Early Elementary, Strong Middle School, Melvindale High School

Month and year of current assessment: May, 2023

Date of last Local Wellness Policy revision: June 2019

Website address for the wellness policy and/or information on how the public can access a copy:

<https://4.files.edl.io/5411/07/16/20/152707-8f3165ac-ee18-408b-87bd-f081a3da8cb8.pdf>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? _____

School Wellness Leader:

Name	Job Title	Email Address
Ryan Vranesich	Superintendent	vraner@melnapsschools.com

School Wellness Committee Members:

Name	Job Title	Email Address
Marlene Mead	Food Service Director	meadm@melnapsschools.com
Sean Townsin	Director of State and Federal Programs	townsis@melnapsschools.com
Holly Sworst	District Nurse	sworsth@melnapsschools.com
Jacqueline Parker	Assistant Superintendent/Director of Curriculum	parkerj@melnapsschools.com
Abdulftah Yahia	Athletic Director	yahiaa@melnapsschools.com
Samia Abdulla	ESL Instructional Coach	abdulls@melnapsschools.com
Jennifer DiMilia	Special Education Supervisor	dimilij@melnapsschools.com

Section 3. Comparison to Model School Wellness Policies

Indicate the model policy language used for comparison:

- ☐ Michigan State Board of Education Model Local School Wellness Policy
- ☐ Alliance for a Healthier Generation: Model Policy
- ☐ WellSAT 3.0 example policy language

Describe how your wellness policy compares to model wellness policies.

The current wellness policy uses similar language to the Michigan State Board of Education Model Local School Wellness Policy. There are additional areas that could benefit from using more clear, concise language with actionable goals as outlined in the WellSat 3.0.

Section 4. Compliance with the Wellness Policy and progress towards goals

At a minimum, local wellness policies are required to include:

- Specific goals for:
 - Nutrition promotion and education
 - Physical activity
 - Other school based activities that promote student wellness.
- Standards and nutrition guidelines for all foods and beverages sold to students on the school campus during the school day that are consistent with Federal regulations for school meal nutrition standards, and the Smart Snacks in School nutrition standards.
- 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).
- Policies for food and beverage marketing that allow marketing and advertising of only those foods and beverages that meet the Smart Snacks in School nutrition standards.
- Description of public involvement, public updates, policy leadership, and evaluation plan.

Using the table below to indicate the progress made with each goal included in the Wellness Policy. The table may be used for each school separately or the district as a whole.

Tip: When developing a wellness plan, ensure activities are meeting goals by developing SMART objectives:

- **Specific:** Identify the exact area to improve.
- **Measurable:** Quantify the progress.
- **Attainable:** Consider resources and determine what can reasonably be accomplished.
- **Relevant:** The objective is relevant to the work
- **Time bound:** Identify deadlines for goals and related tactics.

The Centers for Disease Control and Prevention (CDC) has tips for developing [SMART objectives](#).

Michigan Department of Education Local Wellness Policy Assessment Plan

School Name: _____ Date: _____

Nutrition Promotion and Education Goal(s):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Example: Food and beverages will not be used as a reward for students.	a) Provide teachers with list of non-food reward examples. b) Discuss changes at back-to-school staff training. c) Follow-up mid-year to discuss challenges and determine additional communication needed.	Before the beginning of next school year.	– Verbal check-ins with staff to ensure compliance. – Teacher survey at end of school year.	Principal	Teachers, staff, students	Yes
Improve student athlete nutrition	a) AD and FSD/RD collaborate on agenda for team nutrition meetings of fall sports season b) Provide notice to athletic teams for nutrition education meeting c) Observe athletes during season and encourage healthy choices	At beginning of fall sports season	- agenda/sign in sheets -	AD	Students, coaches, AD, RD	No
Improve quality and diversity of foods served for SBP/NSLP	a) Apply for Healthy Meals Incentives Grant to use funds to hire district chef b) Request approval from School Board after grant approval c) Coordinate with HR to create job posting for chef position	8/1/2023	-Survey students and relevant community stakeholders (pre/post survey)	FSD	Teachers, staff, students	No

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?

Physical Activity Goal(s):

School-based activities to promote student wellness goal(s):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
K-5- 30 minutes of physical education per week	-Establish school schedule that includes evidence of PE course offerings -Applicable PE teacher logs documenting participation	23-24 SY	-Percentage of student participation, based on teacher logs	School Admin/Teachers	Teachers, staff, students	ongoing
Grades 6-8 Physical Education provided for one quarter per year	-Continue school schedule for students to receive at least one quarter of physical education per year -Continue school schedule for grade 8 students to receive health education classes for 1 quarter.	23-24 SY	-percentage of students passing physical education classes for grades 6-8 -percentage of students passing health education class in grade 8.	counselors	-counselors, students	ongoing

K-5 Teachers provided at least two short (3-5 minutes) of physical activity or brain breaks per day.	-Give resources to teachers for movement websites	23-24 SY	-teacher observations -breaks documented in lesson plans or on class agendas	Principals	-Teachers	ongoing
Increase youth athletic programs available to elementary schools	-Coordinate with elementary schools and administrators -Hire coaches for elementary schools	Beginning of next year	-Student participation	AD	Students, teachers, school administrators	ongoing
High School (9-12) Students will enroll in one semester of Physical Education and one semester of Health	Must have .5 PE and .5 Health	2023-2024	-percentage of student participation and passing classes	Counselors	-Counselors, students	ongoing

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
No more than 2 non compliant food sales per school per week	Track on excel sheet	SY 23-24	Tracked by requests submitted for fundraisers	FSD	Teachers, staff, students	ongoing

Guidelines for other foods and beverages available on the school campus, but not sold:

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Smart Snacks throughout district	All nutrition provided in cafeterias will meet smart snack guidelines	7/1/23	By Principal / staff - monitoring	Food Service/HR	All students and staff	ongoing

Marketing and advertising of only foods and beverages that meet Smart Snacks:

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Increase nutritional advertising throughout district	Research and order nutritional signage that meets Smart Snack guidelines	SY 23-24	Observation	FSD	Students, teachers, admins	ongoing