

**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:

Universal Academy

Month and year of current assessment: May 2023

Date of last Local Wellness Policy revision: 2020

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

www.starpsa.org

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Once a year

School Wellness Leader:

Name	Job Title	Email Address
	Director of Food Services	

School Wellness Committee Members:

Name	Job Title	Email Address
	Superintendent	
	Principal	
	Coordinator of food services/Nutritionist	
	Assistant Principal	
	Nurse Aide	
	Teacher	
	Teacher	
	Parent Representative	
	Student Representative	

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 districts wellness policy was modeled after the MDE local wellness policy. In each category the district has strong and aligned practices while also having areas of opportunity for growth.

All federal requirements to be in the policy have been addressed and revised as needed to ensure proper compliance with state and federal regulations.

All requirements are included in the wellness policy.

The district has met its goals in nutrition education: all grade levels receive sequential and comprehensive nutrition education and it is integrated into other subject areas.

Competitive foods and beverages sold during the school day meet smart snack regulations.

All students have access to free drinking water in the cafeteria and throughout the building with filtered fountains and or fillable stations.

Elementary students receive daily supervised recess and physical education. Our physical education program is aligned with the state's curriculum standards and includes additional programs to promote a healthy lifestyle (e.g., afterschool athletics and school sponsored events; 5K color run).

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:** Determine what is achievable.
- **Realistic:** Consider resources and determine what can reasonably be accomplished.
- **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: Universal Academy

Date: 06-21-2023

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?
Healthy food for classroom parties and celebrations	<ol style="list-style-type: none"> 1. Provide teachers and parents with a list of acceptable foods 2. Communicate at back to school meetings 3. Follow up during mid- year committee meeting 	Beginning of school year	Check ins with staff Visual monitoring End of year assessment Survey at beginning and end of year	Principal, Dept. leads Food service	Teachers, students, parents	
Farm to school promotions	<ol style="list-style-type: none"> 1. School garden/greenhouses produce featured in a taste test for students 2. Local foods promoted on menus 3. Virtual farm tours for elementary through United Dairy Institute of Michigan 	Mid-year-ongoing Ongoing throughout year as different fruits and vegetables come in season As available when tours start	Check ins and visual monitoring Observations Direct contact with staff involved and UDIM	Science lead, dept head, Food service Elementary teachers and Asst. principal	Teachers, students, admin Students, food service staff Elementary students	

Physical Activity 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?
Family physical activity opportunities at school Before/After school Walking Club	<ol style="list-style-type: none"> 1. Inform parents 2. Optional to those who want to join 	Planning at beginning of the year	Participation	Family Engagement Liaisons	Students, parents, staff	
Students walking to school	<ol style="list-style-type: none"> 1. Inform staff, students and parents 2. Schedule planning and specific requirements/registration to participate 3. Monthly winners (Sept/Oct/Nov) 4. April/May/June 	Planning at beginning of the year	Track progress with pedometers Record of tracking	Athletic Director/Family Engagement Liaisons	Students, parents	

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?
Withholding recess as a classroom management tool	<ol style="list-style-type: none"> 1. Discuss with teachers at back to school meetings 2. Provide support for teachers by offering alternatives to withholding recess. 3. Teachers will be provided classroom management techniques or strategies to help prevent or limit the amount of classroom disruptions 	Beginning of school year	Follow up conversations in grade level and department meetings Use of survey at beginning of year and end of year	Teachers	Teachers, students	
School level wellness committee meetings 2 or 3 times per year	<ol style="list-style-type: none"> 1. Inform committee members at the beginning of the year 2. Review of scheduled activities 3. Dates/Calendar invites 	Beginning of school year	Meeting minutes	Jennifer Hofer/ Building Principals/ Coordinators of food services	Staff, students, parents	

