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:

Cole Academy & Cole Academy East

Month and year of current assessment: February 2023

Date of last Local Wellness Policy revision: June 23, 2017 (Due in 2020 but Covid hit and then we applied for waivers)

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

www.coleacademy.org

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Annually

School Wellness Leader:

Name	Job Title	Email Address
Michelle Helmic	District Administrative Assistant/Food Service Director	helmicm@coleacademy.org

School Wellness Committee Members:

Name	Job Title	Email Address
Rob Ellis	Superintendent	ellisr@coleacademy.org
Tori Weinner	P.E. Teacher	weinnert@coleacademy.org
Louise Sangster	Food Service Lead	sangsterl@coleacademy.org
Amy Haynie	Food Service Support/nurse/former parent	hayniea@coleacademy.org

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.

Follow guidelines and recommendations set forth by Michigan Model.

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: Cole Academy Schools Date: February 15, 2023

Nutrition Promotion and Education Goal(s): Appendix A & D

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
Nutrition Education	Included in Health curriculum. a. Knowledge b. Attitudes c. Skills	Yearly	Teacher observation and questioning	P.E. Teacher	Teachers, Para Pros, Principals, students	Yes
Nutrition Promotion Food Service	Posters Materials Sign	Yearly	Student awareness	Food Service	Food service staff and students	Yes
Food and beverages will not be used as a reward for students	Communication with teachers/staff/students on a regular basis	Quarterly staff meetings	Verbal check-ins with staff to ensure compliance	Principals	FSD, principals, teachers, staff, students	Yes

Physical Activity Goal(s): Appendix B

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 Education	Opportunities to learn, practice, gain knowledge, attitude, skills Teach cooperation and fair play	Yearly	Attitude Knowledge Skills	P,E. Teacher	Students Staff	Yes
Physical Activity	Recess Aftercare exercise time Promotion of community organizations	Yearly	Scheduled recess and aftercare time Flyers and social media postings	Teachers and Para Pros	Students, staff, families	Yes

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

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?**
Use locally grown foods & non disposable tableware/dishes	Purchase local food and sustainable goods	Yearly	Partnered with GFS and Blue Mitten Farms Use of recyclable trays	Food Service Director/Leads	Students & staff	Yes
Opportunities for community to dine with students	COVID prohibited most dine in, however, lunch with staff continues as an earned reward	Yearly	Trimester supports for staff eating with staff opoportunites	Staff and school leadership	Students and staff	Yes
Host health screenings and encourage families to enroll in qualifying insurance programs	State vision and hearing screenings and mobile dentist for free sealants. Free and reduced lunch helps to qualify families for additional state services if they choose	Yearly	SFSP Household information forms for free/reduced meals Screening reports from the health department	Food Service Director and School Secretaries	Students and families	Yes

Electronic ID & payment systems to eliminate stigma or ID for F/R meals	Student Information secures the student information for identification	Yearly	SIS audit	Food Service Director	Staff and students	Yes

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?**
Food Service guidelines shall comply with Federal & State guidelines	Daily monitoring of guidelines and enforcing	Daily	Administrative Audits, daily monitoring	Food Service Director/ Leads	Food Service & students	Yes
Prohibit sale of noncompliant foods during the school day	Daily monitoring of foods sold	Daily	Audits, daily monitoring	Food Service/ Principals	Food Service Staff Students	Yes

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?**
Foods following Federal & State guidelines for SMART Snacks will be allowed	Monitor foods served on-site	Daily	Daily	Principals Teachers	Students Staff	Yes

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?**
Market and advertise only foods that meet the Federal and State standards	Purchase educational materials to advertise nutritional foods	Monthly	Student/staff awareness	Food Service Director/ Principal	Food Service Director Food Service Staff Staff Students	Yes