

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

## Section 1: General Information

School(s) included in the assessment:

Pinconning Middle/ High School

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Month and year of current assessment: JUNE

Date of last Local Wellness Policy revision: \_\_\_\_\_

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

[www.pasd.org](http://www.pasd.org) > Departments > BOARD of Education> Board Policy-NEOLA >  
<https://www.boarddocs.com/mi/pincon/Board.nsf/vpublic?open>

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## Section 2: Wellness Committee Information

How often does your school wellness committee meet? 2x a year

School Wellness Leader:

Name	Job Title	Email Address
Kyle Woodruff	Principal	woodruffk@pasd.org

School Wellness Committee Members:

Name	Job Title	Email Address
Tina Davidson	Lunch Coordinator	<a href="mailto:davidson@pasd.org">davidson@pasd.org</a>
Sue Ross	Food Service Supervisor	<a href="mailto:ross@pasd.org">ross@pasd.org</a>
Diana Valenzuela	Hall Monitor	<a href="mailto:valenzuelad@pasd.org">valenzuelad@pasd.org</a>
Lana Bauer	Parent	<a href="mailto:Lanalu128@aol.com">Lanalu128@aol.com</a>
Nicole Enciso	Athletic Secretary	<a href="mailto:encison@pasd.org">encison@pasd.org</a>
Ken Huber	Athletic Director	<a href="mailto:huberk@pasd.org">huberk@pasd.org</a>

### 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.

Our policy mirrors the Michigan Department of Education Wellness template while adapting it to our specific district's needs.

## 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: \_\_\_\_\_ Date: \_\_\_\_\_

### Nutrition Promotion and Education Goal(s):

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
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
Educate the public on services provided	A.) Orientation table for food nutrition and food choices	Orientation days	-Nutrition sign in sheet -	Sue Ross	Families, students	Yes
Training on food allergies	A.) Meetings to discuss content B.) Safe School Training C.) Parent input	Beginning of school year	Safe Schools Data	Rob Fabera	Families/Teachers/School Staff	NO

Physical Activity Goal(s):

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Get kids more involved in physical activity opportunities	Run/Walk Event FUEL up to Play Walking Club	2023 School Year	Event participation list along with survey from students	Holly Coggins/Brad Keenan/Behavior Interventionist	Students	NO
Get more students involved with weightlifting and conditioning	After school weightlifting club	After school all year	Weightlifting events, and student sign in sheet, student surveys	Jason Brazeau/Principal	Students	NO

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

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Improve student mental health and mental health awareness	Monthly mental health check-ins	Start of School year	-Student Surveys	Behavior Intervention/ 31N	Students/Teachers	NO

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

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Monitor the food being serviced in the vending machines	-Communicate with vendor on proper snack items	All year	-Monthly check-ins with vendor	Principal/S ecretary	Students/Community	no
Monitoring outside entities selling food product during the day i.e, bake sales.	-Communicate with class sponsors/teachers on proper snack items	All year	-Add this note in the paperwork signed before each event	Principal/S ecretary	Class Advisors/Teachers	no

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

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Limited usage of Vending Machines during school day	-Turn off vending machines	all year	-Checks semi regularly and communication with hall monitor to make sure they are off during school day	Diana Valenzuela	Students/ Hall monitor	No
All snacks must follow the Smart Snack Guidelines	-Communicate to vendors and explain our guidelines	All year	-Quarterly updates and meetings	Principal	Vendor	NO

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

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Signage around the school	-Ensure that proper signage is on the doors	All School Year	-Monthly checks with checklist	Principal or designee	Community	no
Tag smart snacks	-Communicate with vendor on proper snack items	All year	-Monthly check-ins with vendor	Principal/Secretary	Students/Community	no
MDE Smart Snack Calculator	-Educate students on using the smart snack calculator	All year	-Use health class to educate on smart snacks	Kaczor	Students/Teacher	no