

**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:

Benton Harbor Charter School Academy

---

Month and year of current assessment: April 2025

---

Date of last Local Wellness Policy revision: 6/15/2021

---

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

<https://bentonharborcharter.com/>

---

## Section 2: Wellness Committee Information

How often does your school wellness committee meet? Quarterly each year

School Wellness Leader:

Name	Job Title	Email Address
Sheri Goff	Director of Operations	sherigoff@choiceschools.com

School Wellness Committee Members:

Name	Job Title	Email Address
Deyanira Mendez	Nutrition Lead	deyaniramendez@choiceschools.com
Thomas Gray	Parent Liaison	thomasgray@choiceschools.com
Ryan Burns	P.E. Teacher	ryanburns@choiceschools.com
Jacoy Wesby-Magee	Office Manager	jacoywesbymagee@choiceschools.com
Latorya Mitchell	Second Grade Teacher	latoryamitchell@choiceschools.com
Shanta Wilkins	One-on-One Para / PTO member	shantawilkins@choiceschools.com
Sandalia Atkins	PTO board member	sandalia.a@yahoo.com
Joshua Wigfall	PTO member	
Shaimaris Kunst	Social Worker	shaimariskunst@choiceschools.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.

As outlined from the MDE Local Wellness Policy Checklist, the Benton Harbor Charter School Academy Wellness Operations manual has already been accomplishing all policy recommendations in the areas of Policy Document, Wellness Committee, Policy Content, and the Triennial Assessment. Additions to the manual are currently in discussion and will be presented to our school board.

In the document, The Alliance for a Healthier Generation Model Wellness Policy, our school policies align with the recommendations listed throughout the document. Our committee meets and has a well recorded recordkeeping of documentation. Our nutrition staff actively tries to provide healthy breakfast and lunch meals and makes amendments with our vender when necessary. Our admin team has been implementing improved student hydration this school year. Nutrition education is discussed with students by our nutrition staff. Our P.E. teacher engages students in physical activity as well as the education behind those activities. Our recesses are at least 20 minutes long, as recommended. Our Parent Liaison and Social Worker work to help families outside of school with community partners when needed.

With the WellSAT 3.0 Triennial Assessment, our school expectations and policies are truly based around nutrition services, nutrition environment, nutrition education, physical education, physical activity, and even concern around our own employee wellness.

## 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: Benton Harbor Charter School Academy

Date: April 30<sup>th</sup>, 2025

### 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.	<ul style="list-style-type: none"> <li>a) Provide teachers with list of non-food reward examples.</li> <li>b) Discuss changes at back-to-school staff training.</li> <li>c) Follow-up mid-year to discuss challenges and determine additional communication needed.</li> </ul>	Before the beginning of next school year.	<ul style="list-style-type: none"> <li>– Verbal check-ins with staff to ensure compliance.</li> <li>– Teacher survey at end of school year.</li> </ul>	Principal	Teachers, staff, students	Yes
Our school will offer breakfast to all students through the USDA School Breakfast Program	We will coordinate with our vender to create a healthy six-week breakfast menu.	Ongoing	We evaluate every six-weeks according to the menu and how the students respond to the food.	Food service / Admin	Vender, admin, students, nutrition staff	In process
School staff members discourage all sugary drink and snacks.	Staff members will encourage students to bring healthy drinks and snacks, reaching out to parents when necessary.	Ongoing	Admin has verbal check-ins with staff. Staff report to admin with excessive or repetitive situations.	Teachers	Teachers, instructional aids, para. pros, nutrition staff, students, parents/families	In process
Our school will promote USDA MyPlate guidelines.	Food service staff will display MyPlate Guideline posters throughout the two cafeterias.	Ongoing	Quarterly visual checks of the two cafeterias for improvement.	Wellness Coordinator	Wellness Coordinator, students, nutrition staff	In process
Students will have access to drinking water, staying hydrated while giving students a healthy alternative to sugar drinks.	Grant funded. School will provide water bottles to every student. School will incorporate the Filter First program. All water fountains will have water bottle fill stations.	Ongoing	Currently in the process in installing stations.	Wellness coordinator	Wellness coordinator / Director of Operations, students, instillation company, First Filter	In process

<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>
Expose students to as many physical activities and experiences to promote lifelong health and fitness.	P.E. teacher introduces various sports and activities throughout the school year. Direct them towards afterschool programs and activities according to their interests.	Ongoing	Visually observing the abilities and interests of the students.	P.E. teachers	P.E. teacher, students, afterschool programs	In process
Intertwine classroom education with physical education.	School purchased a Lu Interactive Playground for students to use in P.E. class	Ongoing	P.E. teacher will visually observe the students during Lu activities for enjoyment.	P.E. teachers	P.E. teachers, students	In process

Physical Activity Goal(s):

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>
School will monitor the homelessness and well-being of our families and students.	Staff members will report all homelessness concerns to the Parent Liaison / Homeless Liaison. Donated resources from local organizations will be handed out to families in need.	Ongoing	A yearly report is made to the state listing all homeless students. Lists of donated resources will be reviewed.	Parent Liaison / Homeless Liaison	Parent Liaison / Homeless Liaison, students, all school staff, student families, local community organizations, County Homeless Officer	In process
Nutrition staff will receive training regarding nutrition, meal planning, and safety.	Nutrition staff will participate in several trainings throughout the school year.	Ongoing	There are requirements that need to be met by our nutrition staff.	Nutrition staff lead	Nutrition staff	In process
School will communicate with parents, teachers, and students about daily food options.	Weekly newsletters will include the monthly menu.	Ongoing	Monitoring students to see if they know what the daily menu items might be in order to determine if teachers or families are	Parent Liaison	Parent Liaison, Nutrition staff, teachers	In process

Help students to maintain a healthy mental state.	With individual students, use calming strategies, activities that help them change their negative thoughts into positive thoughts, and teach students how to manage conflict.	Ongoing	Social Worker	School Social Worker	School Social Worker, students, families	In process
---	---	---------	---------------	----------------------	--	------------

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>
Not applicable. No food or beverages are sold on the school campus.	-----	-----	-----	-----	-----	-----

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>
All foods brought in by student families must be store-bought and sealed.	Front office staff would review the treats and snacks that are brought into the school for classrooms, making inspections for food allergies and safety.	Ongoing	Front office staff will report concerns to the admin team	Front office staff	Front office staff, teachers, admin, nutrition staff, students, families	In process
Teachers will encourage families to provide healthy options for classroom treats.	When parents call to ask if they can bring food into a classroom for treats or celebrations, the teachers will ask for healthy food options.	Ongoing	The teacher will determine if the food is appropriate for the class. Teachers can always say no when the food arrives.	Teachers	Teachers, families, students	In process
Allergies will be known by teachers, front office, and nutrition staff	Communication will be made throughout all stakeholder staff members when families share allergy information	Ongoing	Enrollment applications require the reporting of all allergies. Medical forms will be created every time an allergy is reported.	Front office staff	Front office staff, nutrition staff, teachers, students, families	In process

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>
Any food or snacks that we provide to students need to be met by the USDA standards.	Food service will monitor for nutrition standard compliance by the use of our vendors and what food we order. School receives fresh fruit and vegetables from the Fresh Fruit and	Ongoing	Verbal check in with vendors and review of the food that we receive.	Nutrition staff	Nutrition staff, vendors, admin, students	In process

	Vegetables program.					
Fliers are sent home and posted to inform parents about Smart Snacks and food.	Fliers are given to students to take home and posters are displayed throughout the school.	Ongoing	Verbal and visual check in with students on what they eat.	Nutrition staff	Nutrition staff, front office staff, admin, students, families	In process