

**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: Westfield Charter Academy

Month and year of current assessment: January 2023

Date of last Local Wellness Policy revision: 18-19

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

https://app.sharebase.com/#/document/111481/share/239-gypZ9svUqEeqd5RH9tnUr1caz60_

Section 2: Wellness Committee Information

How often does your school wellness committee meet? 1- 2x year

School Wellness Leader:

Name	Job Title	Email Address
Ira Kleiman	Principal	111.ikleiman@nhaschools.com

School Wellness Committee Members:

Name	Job Title	Email Address
Ira Kleiman	Principal	111.ikleiman@nhaschools.com
Sarah Wells	Food & Nutrition Procurement and Compliance	swells@nhaschools.com
Bill Strong	Food & Nutrition Department Manager	bstrong@nhaschools.com
Marissa Marin	Food and Nutrition Regional Coordinator	Mmarin@nhaschools.com
Amanda Franks	Food and Nutrition Regional Coordinator	afranks@nhaschools.com
Jonathon Barnes	General Manager FSMC, SFE	Jonathon.barnes@sfellec.org
TBD	Area Manager, FSMC, SFE	TBD

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
- Well SAT 3.0 example policy language

Describe how your wellness policy compares to model wellness policies.

Nutrition Promotion & Education

Every year, all students, K-8, shall receive nutrition education that is aligned with the Michigan Health Education Grade Level Content Expectations and the Michigan Merit Curriculum Guidelines for Health Education.

Nutrition education that teaches the knowledge, skills, and values needed to adopt healthy eating behaviors shall be integrated into the curriculum. Nutrition education information shall be offered throughout the school campus including, but not limited to, school dining areas and classrooms. Staff members who provide nutrition education shall have the appropriate training.

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and participation in school meal programs. Students and staff will receive consistent nutrition messages throughout school buildings, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school building staff, teachers, parents, students, and the community.

The school promotes healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs by increasing fresh fruit & vegetable choices on our menus.

Food & Beverage Marketing

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller, or any other entity with a commercial interest in the product. It is the intent of the school to protect and promote student's health and to provide consistent health-related messaging. Any foods and beverages marketed or promoted to students on the school campus during the school day will meet the USDA Smart Snacks in School nutrition standards.

As the LEA reviews existing contracts and considers new contracts, equipment and/or product purchasing and replacement, decisions will reflect these marketing guidelines.

Standards and Nutrition Guidelines

The school encourage students to make nutritious food choices and ensure that all foods and beverages sold to students on the school

campus during the school day are consistent with federal and state regulations.

Physical Activity & Physical Education

The school offers physical education opportunities that include the components of a quality physical education program. Physical education shall equip students with the knowledge, skills, and values necessary for lifelong physical activity.

Physical education instruction shall be aligned with the Michigan Physical Education Grade Level Content Expectations and the Michigan Merit Curriculum Guidelines for Physical Education.

Students, K-8, can participate regularly in supervised physical activities, either organized or unstructured, intended to maintain physical fitness and to understand the short- and long-term benefits of a physically active and healthy lifestyle



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: Westfield Charter Academy

Date: 1/9/2023

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?
Example: Food and beverages will not be used as a reward for students.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> – Verbal check-ins with staff to ensure compliance. – Teacher survey at end of school year. 	Principal	Teachers, staff, students	Yes
Offer an increased variety of fresh fruits and vegetables	<ul style="list-style-type: none"> a. work with FSMC to add fresh fruits and vegetables to our menus b. discusses hurdles in providing fresh options including IW & seasonal produce c. Follow up weekly to ensure fresh quality produce is being delivered and offered for service 	Beginning of next school year	Visual checks for fresh ffv on serving line Survey students on enjoyment of ffv ffv=fresh fruits & vegetables	Food Service Manager	Teachers, staff, students	Yes, In progress w/ new FSMC
Increased knowledge of nutrition program for school staff	<ul style="list-style-type: none"> a. Provide teachers and staff with school nutrition program guidelines b. Discuss SNP guidelines with school staff during PD Day c. Follow-up mid-year to discuss updates and challenges to program and determine additional communication needs 	Professional development day	Follow up teacher survey/email to ensure the information about the SNP has been provided and if they desire additional information about the program.	Principal & Food & Nutrition Team	Teachers and Staff	In progress – Resources on Food service website
Encourage consumption of healthy choices	<ul style="list-style-type: none"> a. Introduce SNP to students by using the menu, website, and promotional materials. b. Verbally talk to students about healthful food choices c. survey students to determine level of acceptance and satisfaction of items 	Every day of school year	Increase or decrease of participation on days new items are introduced Visual observation during meal service times	Principal & Staff members	Students, staff and teachers	Yes, In progress w/ FSMC

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?
Special or enhanced Physical education days for all students K-8	Walk - a - thon Steps to success Field Day	Beginning of each school year	Participation numbers and Feedback from Staff	Principal Physical Education Instructor	Teachers, staff and students	In progress
Weekly physical education classes for all grades K-12	Schedule weekly physical education classes into the curriculum	Beginning of each school year	Total minutes of physical education that is offered daily or weekly to our scholars	Principal, Scheduler and Physical Education Instructor	Staff, Students and physical education staff and coaches	yes

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

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?
Offer food and beverages that are approved through the food and nutrition services department	Work with FSMC to menu/offer food and beverage items that meet or exceed the requirements of the NSLP.	Beginning of school year	Review of monthly menus – correcting any errors	FSMC and Food and Nutrition department	Students and staff	Yes w/ collaboration w. new fsmc
Utilization of smart snack exemption form for non-compliant or exempt foods being sold during the school day	Availability of exempt fundraiser activity tracking document	Beginning of school year	Program accountability ensuring forms are uploaded per non-compliant fundraiser	SFA, school principal and wellness liaison	SFA, students	In progress – resources on NHA food website

Acknowledgement of smart snack standards	Distribution of smart snack standards memo to staff to ensure they are aware of regulations	Beginning of school year	Annual program accountability wellness activities	Program accountability and nutrition department	NHA staff, parents and board members/stakeholders	In progress, annual updates for staff on NHA food website
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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?
Students to make healthful choices during school mealtimes	Only offer a variety of seasonal fresh fruits and vegetables, meal component items and a variety of low fat and fat free milk choices	Beginning of the school year	Visual observation of student's choices Feedback during school food service committee meetings	FSMC, SFA, Principal and Food Service Director/Manager	FSMC, Food and Nutrition services team and principal at each school	Yes, in progress w/ new FSMC

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?
Food & Beverage Marketing initiative throughout the year to promote healthy eating	a. collaborates with FSMC to promote branding of healthy food items for consumption b. discuss options for marketing weekly to ensure seasonal items, themes, holidays and other promotions are being developed and implemented c. Use descriptive and colorful materials to describe the food items	Beginning of the next school year – each day of service	Participation levels of meals consumed Student Committee Meeting feedback	FSMC-Marketing Director and SFA food service director	Students, Staff	Yes, in progress w. new fsmc

	being offered.					
Introduce Foods from around the world – Global ethnic cuisines for kids	Discuss ethnic entrée options for students each month and include education on the history and chosen region of foods being highlighted.	Beginning of the next school year – each day of service	Participation levels of meals consumed Students committee meeting feedback – surveys	FSMC marketing director and SFA food service director	Students & staff/teachers	23-24 w/ fmssc