

**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 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 Comstock Public Schools Wellness Policy was written to model the Michigan State Board of Education Model Local School Wellness Policy.

The Comstock Public Schools Wellness policy has goals in each of the required categories:

- Nutrition Education and Promotion
- Physical Activity and Physical Education
- Other school-based activities designed to promote student wellness
- Standards and Nutrition Guidelines for all foods and beverages sold and provided to students on campus and during the school day
- Food and Beverage Marketing
- Designated clear functions and responsibilities of the Wellness Committee
- Implementation, Oversight, Documentation and Updates of the policy

Although all of our goals are included in the mandatory sections, they are not as specific regarding measurable goals and deadlines to meet. In order to become more in line with the Michigan State Board of Education Model Local School Wellness Policy we intend to focus our first triennial assessment on updating our current goals to comply with the SMART goal 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: Comstock Public Schools

Date: May 2023

### 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>
All students will receive nutrition education annually that is aligned with the Michigan Health Education Grade Level Content Expectation and the Michigan Merit Curriculum Guidelines for Health Education.	<ul style="list-style-type: none"> <li>a) Continue to comply with Michigan Department of Education standards</li> <li>b) Offer grade-appropriate education including but not limited to handouts, lesson plans, signs and guest speakers</li> </ul>	2023-2024 school year - Ongoing	Verified through student records and/or school lunch records.	Principal	Teachers, students	
The district will make water available to students throughout the school day.	<ul style="list-style-type: none"> <li>a) Students will have access to a water fountain</li> <li>b) Students will be able to have water bottles in the classroom when appropriate</li> </ul>	2023-2024 school year - Ongoing	Ensure water fountains are functioning and make efforts to repair them as soon as possible if in need.	Principal	Teachers, students, maintenance	
The district will promote healthy food and beverage choices for students as well as implement evidence-based healthy food promotion techniques.	<ul style="list-style-type: none"> <li>a) School breakfast and lunch will be free of cost for all students</li> <li>b) Offer school meal programs that meet or exceed USDA Smart Snacks nutrition standards.</li> <li>c) Fresh fruit and vegetables will be made available to all students at lunch time, encouraging at least 1 to be chosen</li> </ul>	2023-2024 school year - Ongoing	<ul style="list-style-type: none"> <li>a) Menus will be made available via district website.</li> <li>b) Record of participation for reimbursable meals</li> </ul>	Director of Food Service	Food service staff, students	
<b>Variety of fruits and vegetables or other current initiatives?</b>						

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>
Physical education instruction will be aligned with the Michigan Physical Education Grade Level Content Expectations and the Michigan Merit Curriculum Guidelines for Physical Education.	a) Continue to comply with Michigan Department of Education standards	2023-2024 school year - Ongoing	Verify through student records, teaching plans.	Physical Education staff	Physical Education staff, Principal, Students	
Students will have the opportunity to participate regularly in supervised physical activities, either organized or unstructured, intended to maintain physical fitness and an understanding of the benefits of a physically active and healthy lifestyle.	a) Physical education classes provided b) Opportunity to participate in organized sports beginning in Kindergarten c) Daily recess at the elementary level	2023-2024 school year - Ongoing	a) Verify through student records. b) Organized sport schedule available on district website.	Principal, Athletic Director	Staff, parents, students	
The district strives to provide physical activity breaks for all students, including recess for elementary students and before and after school activities, and encourages students to use active transport (e.g. walking, biking)	a) Students with safe routes and a are within a reasonable distance are allowed to walk or ride a bike to school	2023-2024 school year - Ongoing	Observation, written or verbal communication	Principal	Parents, students	

<p>The district encourages parents/guardians to support their students' participation in physical activity, to be physically active role models, and to include physical activities in family events.</p>	<p>a) Publish monthly family wellness challenges including physical, mental and nutritional wellness</p>	<p>Ongoing, beginning 2023-2024 school year</p>	<p>Published in district-wide weekly newsletter.</p>	<p>School Nurse</p>	<p>Parents, Students, School Nurse, Communication Specialist</p>	
<p>The district may partner with community members or groups to implement this policy.</p>	<p>a) Participate in state and federal child nutrition programs as appropriate  b) Allow other health-related entities to use school facilities for activities such as health clinics, screenings, and wellness events consistent with Policy 3304  c) Use evidence-based strategies to develop, structure, and support student wellness  d) Create environments conducive to healthy eating, physical activity and conveying consistent health messages</p>	<p>2023-2024 school year - Ongoing</p>	<p>a) Include events in weekly district newsletter  b) Use appropriate forms and communication for student needs and accommodations</p>		<p>All staff, students, families, community</p>	
<p><b>Heart Heroes? What about MS and HS Jump Rope for Heart - CES with nutrition ed</b></p>						

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>
The district will ensure that students have access to foods and beverages that comply with applicable laws and guidelines including, but not limited to, the USDA Nutrition Standards for School Meals and the USDA Smart Snacks in School nutrition standards.	All snacks and beverages sold to students throughout the school day will comply with USDA Smart Snacks standards.	2023-2024 school year - Ongoing	Purchase invoices, school menus	Food Service Director	Food service director and staff, students	
The district will offer students a variety of age-appropriate, healthy food and beverage selections including fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements to promote student health and reduce childhood obesity.	<ul style="list-style-type: none"> <li>a) Offer a variety of fresh fruits and vegetables weekly</li> <li>b) Cafeteria sampling of new fruits and vegetables or healthy recipes</li> <li>c) Introducing a variety of foods beginning in lower grades</li> </ul>	2023-2024 school year - Ongoing	Purchase invoices, menus	Food Service Director	Food service director and staff, students, teachers	
<b>percentage of district sales? ie: CES sells popcorn and suckers</b>						



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>
The district may provide a list of healthy food and beverage alternatives to parents/guardians, teachers, and students for classroom parties, rewards and incentives, or classroom snacks. The district discourages the use of unhealthy food and beverages as a reward or incentive for performance or behavior.	a) Food service director to provide list of encouraged snacks/classroom treats at the beginning of the year to be distributed and posted in district newsletter b) Classroom teachers to distribute request to families via newsletter, electronic communication, etc	2023-2024 school year - Ongoing	Records of district newsletter, classroom communication postings	Principal/Teacher	Principal, teachers, students, Food service director	
<b>Loaves and Fishes bags, summer lunch program</b>						

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>
Marketing and advertising is allowed on school grounds or at school activities only for foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards. Food and beverage fundraising and marketing that	a) Monitor signs and marketing on school grounds and for activities during school hours. b) Provide a suggested list of compliant food/snacks	2023-2024 school year - Ongoing	Communication with building principals and catering records	Jason Hall	Food service director and staff, Principals, students, teachers	

<p>occurs at events outside of school hours need not comply with the USDA Smart Snacks in School Nutrition standards.</p>						
<p>In-school fundraising events must comply with Policy 5501 and MED's Non-Compliant Food Fundraiser Guidance, which permits 2 fundraisers per week, per school building that do not comply with USDA Smart Snacks in School nutrition standards. In-school fundraising events may last up to 1 day and may not be held in the food service area during meal times.</p>	<p>a) Complete form as fundraisers occur - see Holly Wait if form is needed</p>	<p>2023-2024 School Year</p>	<p>Audit form annually and make adjustments as needed</p>	<p>District Nurse</p>	<p>Principals, students, district nurse, food service director</p>	
<p>Equipment that currently displays noncompliant marketing materials (e.g., scoreboard with soft drink logo) will not be removed or replaced. As the District reviews and considers new contracts and as durable equipment, like scoreboards, is replaced or updated, any food or beverages marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards.</p>	<p>a) Review annually to ensure any new equipment that was installed meets or exceeds USDA Smart Snacks standards</p>	<p>Annually</p>	<p>Verify with athletic boosters</p>	<p>Athletic Director</p>	<p>Athletic director, students and community</p>	