

**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:

Manistee Area Public Schools

Month and year of current assessment: May/June 2021

Date of last Local Wellness Policy revision: July 2017

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

Chipslead.org / Nutrition Department / Board Policies

Section 2: Wellness Committee Information

How often does your school wellness committee meet? 1 or 2 times per year

School Wellness Leader:

Name	Job Title	Email Address
Keri Carlson	Nutrition Director	kcarlson@manistee.org

School Wellness Committee Members:

Name	Job Title	Email Address
Keri Carlson	Nutrition Director	kcarlson@manistee.org
Shelley Johnson	Board of Education Member	sljohnson@manistee.org
Kenn Kott	MHS Assistant Principal	kkott@manistee.org
Joanie Wiersma	Kennedy Elementary Principal	jwiersma@manistee.org
Carol Hansen	MAPS Nutrition Employee	chansen@manistee.org
Terri Morski	MAPS Meals on Wheels Nutrition Employee	tmorski@manistee.org
Wendy Adamski	MAPS Physical Education Teacher	wadamski@manistee.org
Tiffany Remkes	MAPS Nutrition Employee	tremkes@manistee.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.

In comparison the Manistee Area Public Schools Wellness Policy & the Michigan State of Board of Education Model Local School Wellness Policy includes many of the same components. They both include a Nutrition Education component, a Physical Education & Activity component, a School Nutrition & meal service Component and a Wellness Committee duty component. The Manistee Area Public School Wellness Policy doesn't go into as much depth as the Michigan State of Board of Education Model Local School Wellness Policy in regarding local foods, and the number of minutes allowed for consuming meals and student physical exercise.

All meals, snacks & beverages offered to students during the school day meet all USDA standards & the smart snack requirements. The Nutrition Department offers reimbursable meals to all students attending MAPS. There are only two vending machines within the Manistee Middle/High School, one of which is owned and maintained by the Nutrition Department. Both vending machines are on timers which allow purchases during designated times, keeping within the guidelines of the USDA. All school fundraisers & sales are limited to two per month and must also meet all of the USDA guidelines.

When students, student groups, MAPS ATP and other entities want to bring about changes to food sales, food brought into the District and any other items regarding Nutrition it's often brought up to the Wellness Committee for debate & policy change.

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: Manistee Area Public Schools

Date: June 16, 2021

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
Limit Food as a reward promote Physical activity as a reward	Promote to teachers the use of physical activity as a reward to students. Meet to share ideas within buildings Follow up to give feedback!	SY 21/22	Communicate with Teachers on the progress	Teachers Principal	Principals, Teachers, Students	Work in Progress
Promote School Breakfast & Lunch	Promote to families & students OFTEN the availability of School Meals and breakfast if needed even after class starts!	Continuing	Talk to students regarding hurdles to access meals. Participation numbers!	Nutrition Staff & Teachers	Nutrition Employees Teachers Students	Continuing

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?
Exercise or Physical Activity Breaks	If class time allows, take students outside for walks or include stretching / activity breaks for students.	21/22	Talk to Teachers to see if there is opportunity for this	Teachers	Teachers Students	Working on it

School-based activities to promote student wellness 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?
Water Breaks for students	Talk to staff regarding water breaks for students. Allow students to have water breaks so they have the ability to fill their water bottles throughout the day, not just during the time when students switch classes.	21/22	Talk to Staff & students to see if there is ample time allowed for them to access water.	Principals Teachers	Teachers 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?
Keep up with the USDA standards for all foods & beverages sold during the school day.	Nutrition Director notified prior to food & snack sales within school buildings. Nutrition Director to run any items sold through the Smart Snack calculator to be sure of compliance.	Now & Keep Current	Keep in communication with all District buildings to be sure of notification regarding food sales etc.	Nutrition Director	All 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?
Decrease the number of fast foods brought in for attending students.	Encourage participation in the School Meal Program.	22/23	Communication with building offices regarding number of foods coming in. School Meal Participation	Principals Nutrition Director	Families Students	A Goal Not yet
Limit caffeinated Beverages for students.	Prohibit the sale of caffeinated beverages to students during school hours.	Now	Progress is measured by the number of caffeinated beverages students consume during the school day.	Nutrition Director Principals	Students	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?
Prohibit the marketing of Food within our buildings that do NOT meet the USDA requirements.	Talk to all Staff regarding the advertising changes. Including posters, billboards, school announcements and on technology devices.	21/22	Progress will be measured and kept up with yearly.	Building Principals	Businesses All staff Students	Work in Progress