

**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:
Howell Public Schools

Month and year of current assessment: April 2024

Date of last Local Wellness Policy revision: June 26, 2023

Website address for the wellness policy and/or information on how the public can access a copy:
<https://go.boarddocs.com/mi/howel/Board.nsf/goto?open&id=CU2QNS6A193D>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Quarterly

School Wellness Leader:

Name	Job Title	Email Address
Elson Liu	Asst. Supt. of Instructional Svcs.	liue@howellschools.com

School Wellness Committee Members:

Name	Job Title	Email Address
Liza Kelly	Asst. Supt. of Labor Relations & Personnel	kellyl@howellschools.com
Kelsea Comb	District Wellness Coordinator	combsk@howellschools.com
Margaret Adrian	Howell HS Asst. Principal	adrianm@howellschools.com
Brooklyn Gehringer	Parker MS Asst. Principal	gehringb@howellschools.com
Malissa Patrick	Director of Special Education	patrickm@howellschools.com
Christine Parkhurst	Food Service Supervisor	parkhurstc@howellschools.com
John Young	Athletic Director	youngj@howellschools.com
Hannah Sims	MS Health Teacher	simsh@howellschools.com
Crystal Zurek	Board of Education	zurekc@howellschools.com
Stacy Pasini	Board of Education	pasinis@howellschools.com
Craig Munro	Northwest Elem. Principal	munroc@howellschools.com
Diane Dore	Parker MS Mental Health Spec.	dored@howellschools.com
Eric Schrock	Howell HS Phys. Ed. Teacher	schrocke@howellschools.com
Militza Algreto-Huerta	Student	ma21138@howellschools.com
Jayne Williams	Challenger Elem. Phys. Ed. Teacher	williaj@howellschools.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.

The Howell Public Schools wellness policy parallels the Michigan State Board of Education Model Local School Wellness Policy, with 2 additions:

Goal E: With regard to mental health, the District shall develop the student skills and competencies as defined in the Portrait of a Highlander.

Objective I: Staff are encouraged to consider non-food or healthy food alternatives in their practices, such as for rewards to students.

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](#).

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?
The district shall provide information to families to encourage and assist them in efforts to incorporate physical activity into their child's daily life.	Information in the form of a flyer or social media post encouraging physical activity outside of school will be posted or sent out to families for students and parents to view.	Beginning next school year	Staff will ensure that information is sent out or posted four times per school year.	District Wellness Coordinator	Students, family members, staff, community members	

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?
Provide wellness events in conjunction with community members	When able, the school will collaborate in planning/organizing events with community members. Students and staff are encouraged to attend and participate in community wide wellness events.	Every school year	By the end of every school year, the school will engage or collaborate in at least one wellness event in conjunction with community members or community organizations	District Wellness Coordinator	Students, staff, families, community members	

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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?
Fundraisers for food and beverages during the day at school will meet the Smart Snack guidelines. If they do not meet the guidelines, there will be two allowable non-complaint fundraisers per school per week.	<ul style="list-style-type: none"> - Incorporate and encourage school fundraisers that meet the smart snacks standards - Each school that has a fundraiser where foods and beverage are sold (compliant and non-complaint) will document in a Smart Snack Tracking binder. 	Every school year	The Smart Snack Tracking binder will be checked to ensure that the fundraisers meet the Smart Snacks standards and that there were not more than two (2) non-compliant fundraisers in one week.	Asst. Supt. of Instructional Svcs., Food service Supervisor and Principals	Students, staff, community members	

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?
The use of food or candy as a classroom reward will be strongly discouraged.	<ul style="list-style-type: none"> - Staff will be provided with a list of suggested alternative non-food classroom rewards. 	Beginning of the school year	By Spring 2024, teachers will be encouraged at monthly staff meetings to utilize the suggested alternative non-food classroom rewards list.	Asst. Supt. of Instructional Svcs. And Principals	Students and staff	

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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?
Any food or beverage marketed or promoted to students will meet the USDA Smart Snacks nutrition standards.	In order to promote student health, consistent health related messaging will be provided.	Each school year	Each school year, 100% of marketing and promotion will continue to meet the USDA Smart Snacks nutrition standards	Food Service Supervisor	Students and staff	