

**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:

Coopersville High School, Coopersville Middle School, South Elementary, East Elementary, and West Early Childhood Center

Month and year of current assessment: 4-11-2022

Date of last Local Wellness Policy revision: 4-2019

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

<https://coopersvillebroncos.org/our-district/board-of-education/> By law, policy manual

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Biannually

School Wellness Leader:

Name	Job Title	Email Address
Margaret Baker	Director of Curriculum and Grants	mbaker@capk12.org

School Wellness Committee Members:

Name	Job Title	Email Address
Amanda Rennells	Asst. Prin. HS	arennells@capk12.org
Stefanie Camling	Asst. Prin. MS	scamling@capk12.org
Kelli Nelson	Asst. Prin. Elem.	knelson@capk12.org
Beth Alvesteffer	Asst. Prin. Elem.	balvesteffer@capk12.org
Dawn Mosey	Food Service Director	dmosey@capk12.org
Stacey Goodwin	District Parent	
Todd Vanhouten	Teacher HS	tvanhouten@capk12.org
Alma Martinez	ELL Assistant	amartinez@capk12.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.

At a minimum the local wellness policies are required to include:

- 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.

Our wellness policy follows the parameters set forth in model MDE polies. It meets all of the criteria listed above.

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: _____ Date: _____

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
The District will make water available to staff and students throughout the day.	<ul style="list-style-type: none"> a) All students have access to water bottles and fountains throughout the day. b) Students will have access to a pitcher/container in the cafeteria. 	Discuss annually	Will verify with walk-throughs.	Asst. Principals	Teachers, Staff and Students	Yes
All students will receive nutrition education annually that is aligned to MI Health Education standards and the MMC.	<ul style="list-style-type: none"> a) Continue to comply with MDE standards b) Curriculum requirement for freshman applies c) Food service will use handouts that are grade appropriate. 	Discuss annually	Verify through student record in health class	Principals	Teachers and Students	Yes
The district promotes healthy food and beverage choices for students.	<ul style="list-style-type: none"> a) School meal programs meet and/or exceed the USDA nutritional guidelines. b) Vending is located away from the cafeteria and is not used during the school day. c) Fresh fruits and vegetables are available and encouraged at least one per meal. d) Signage for smart snacking 	Ongoing through the year	Printed menus and daily production records. Record of reimbursable meals.	Food Service Director	Food service staff, students, staff	Yes

Physical Activity Goals:

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 will have the opportunity to participate daily in K-5 and 6-12 PE classes. Activity will be supervised physical activities, organized or unstructured, intended to maintain physical fitness and an understanding of the benefits of a physically active and healthy lifestyle.	a) Physical Ed classes b) The opportunity to participate in organized sports and in clubs c) Recess offered at elementary level	Ongoing and before beginning of next school year	Student records and observation School schedules posted on website	Asst. Principals	Teachers and students	Yes
The district strives to provide physical activity breaks for all students, including recess for elementary students, before and after school activities, and encourages students to use active transport (ex. walking, biking).	a) Students with safe routes and within a reasonable distance are allowed to walk or ride a bike to school b) Outdoor recess for elementary students daily, weather permitting.	Ongoing	Observation, written communication to families and on website, participation records for community	Asst. Principals	Parents and Students	Yes
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.	a) Walking trail and sidewalks, pond area advertised and posted on campus b) Work with local agencies to promote outdoor trails.	Ongoing	Use of classroom by pond and trails observed and supported by maintenance.	Asst. Principals	Teachers, parents, and students.	No – in progress

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?
Participate in state and federal nutrition food service program as appropriate	a) NSLP, SBP	Ongoing	Participation and records of reimbursements	Food Service Director	Food service staff, parents, students	Yes
Allow other health related groups to use school facilities for health clinics, presentations, screening and events consistent with Board policy.	a) Network with community health groups such as Ottawa Dept. of Public Health, Mercy Health, others in community. b) Offer staff as appropriate CPR, and first aid	Ongoing	Include events in building and staff updates, weekly/monthly	Facility use coordinator, school building managers	Staff, community, families	Yes
Create environments conducive to healthy eating and physical activity.	a) Cafeteria spaces b) Gyms c) Playgrounds d) Outdoor picnic areas	Ongoing	Observation and participation in NSLP	District nurse, Food Service Director	Students, staff, food service and custodial staff	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?
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 standards	a) All snacks and beverages that students have available throughout the school day will comply with the USDA Smart Snacks standards.	Ongoing	Purchase orders, invoices, menus and records of requests	Food Service Director	Students, teachers and staff	Yes
The district will offer a variety of foods that are appropriate for each grade/building levels including beverage, fruit, vegetables, whole grains aimed at meeting the needs of students and their nutritional health. The district will support healthy diets and reduce childhood obesity.	<ul style="list-style-type: none"> a) Smart snack compliant foods for vending machines b) Offer a variety of exotic fruit and veggies when possible c) Cafeteria sampling and tastings of new items d) Introduce a variety of foods in lower grades 	Ongoing	Purchase orders, invoices, and schedule of food tastings	Food service Director	Students, teachers and staff	No; Ongoing

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 district may provide a list of healthy food options to parents and students for parties and special events. Food service will provide lists and options to teachers also.	a) Food service Director provides a list each school year b) Offer snack options for purchase	Ongoing; yearly	Food service director documents; communications	Food Service Director	Students, teachers, and staff	No; Ongoing
The district discourages the use of the unhealthy food and beverages as a reward or incentive for performance or behavior	a) Provide a list of snack options to teachers and asst. principals b) Offer snacks for purchase for events	Ongoing	Communications and Asst. princ.	Asst. Prin., Food Service Director	Students, teachers, and staff	No; Ongoing

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?
Marketing and advertising will be monitored on school grounds. Food and beverage fundraising and marketing that occurs at events outside of school hours need not comply with the USDA Smart Snacks in School nutrition standards.	a) Monitor signs and marketing on school grounds and for activities during school hours b) Provide list of compliant foods/snacks c) Provide during and after-school guidelines for 2021-2022 school year d) Offer compliant snacks for daytime events through catering program	Ongoing	Communication with building principals and observation	Asst. Principals, Food Service Director	Teachers, Students and Staff	Yes