

Local Wellness Policy: Triennial Assessment Template

Background Information

An assessment of your school wellness policy must be conducted a minimum of once every three years; however, Local Educational Agencies (LEAs) may assess their policy more frequently if they wish. The results of the assessment must be made available to the public.

Purpose

The template below is offered as a way to summarize the information gathered during your assessment. Members of a school wellness committee who are completing their 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 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 (e.g. WellSAT 3.0 report) 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.

Section 1: General Information

School(s) included in the assessment:

Village Oaks, Orchard Hills, Novi Woods, Parkview, Deerfield, Novi Meadows, Nov Middle School, Novi High School, Early Childhood Education Center, ESB

Month and year of current assessment: June 2021

Date of last Local Wellness Policy revision: September 2017

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

<https://z2policy.ctspublish.com/luskalbertson/browse/noviccommunityset/noviccommunity/z20000017>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Once in September 2017

School Wellness Leader:

Name	Job Title	Email Address
Evol Gazzarato	Director of Food Service	Evol.gazzarato@novik12.org

School Wellness Committee Members:

Name	Job Title	Email Address
Alex Ofili	Principal, Village Oaks	Alexander.ofili@novik12.org
Pam Quitiquit	Principal, Orchard Hills	Pam.quitiquit@novik12.org
Nicole Carter	Principal, Novi High School	Nicole.carter@novik12.org
David Ascher	Principal, Novi Woods	David.ascher@novik12.org
John Bricket	Principal, Novi Meadows	John.brickey@novik12.org
Lisa Fenchel	Principal, Novi Meadows	Lisa.fenchel@novik12.org
Laura Carino	Principal, Parkview	Laura.carino@novik12.org
Robert Baker	Principal, Novi Middle School	Robert.baker@novik12.org
Julie Bedford	Principal, Deerfield	Julie.bedford@novik12.org
Jackie Abraham	Administrative Assistant, HR	Jacqueline.abraham@novik12.org
Melanie Rutkowski	Administrative Assistant, Academics	Melanie.rutkowski@novik12.org
Sheila McDonnell	Benefits Coordinator	Sheila.mcdonnell@novik12.org

Section 3. Comparison to Model School Wellness Policies

Complete the [WellSAT3.0 assessment tool](#) and keep a copy of the results on file for at least three full school years plus the current year, as it will be reviewed during the next administrative review of your school nutrition program.

Indicate model policy language used for comparison:

- Alliance for a Healthier Generation: Model Policy
- WellSAT 3.0 example policy language
- Other (please specify): MiBOE Model Local School Wellness Policy

Describe how your wellness policy compares to model wellness policies.

The Novi Community School District Wellness policy contains a number of SMART goals that encompass nutrition, nutrition education, physical education, physical activities, extra-curricular activities, and staff wellness. It discusses the make-up of the District Wellness committee and following Federal and State regulations.

It requires the updating of guidelines in the areas of nutrition education, sale of fundraising foods, sale of beverages with caffeine, foods and beverages served after the school day, list PD training for physical education teachers, and physical activities being used as punishment or reward, marketing.

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 tables below, indicate the language that is currently written in the district local wellness policy in relation to each topic area. Next, assess and discuss whether the district is meeting the goal, partially meeting the goal, or not meeting the goal. Finally, indicate the progress made for each goal and next steps that have been identified.

Nutrition Promotion and Education Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
Health curriculum established by the state, integrated into other subject (when appropriate), posters in cafeteria, involving parents, media marketing, and monitoring.	Health curr. est. by state; posters in cafe		Monitoring	The committee will need to meet and update our goals and come up with strategies and guidelines in some areas that will help us be mindful of these goals moving forward.

Physical Activity Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
Schools shall encourage physical activity outside of the school day, offer extra-curricular/intramural activities, provide daily recess.	YES			The district/all buildings are doing an excellent job with all of these goals. The committee will look to communicate these activities.

School-based activities to promote student wellness goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
engaging food service staff, Outdoor gardens,	YES			Food Service does an excellent job of providing education to our elementary students. The committee needs to add the outdoor gardens to the goals. Students, parents, and staff are part of the gardening activity process.

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
Food Service will comply with USDA dietary and Smart Snacks nutrition standards; Food service personnel will receive training and continuing PD in FS operations.	YES			No Change - Food Service does an excellent job of making sure that our district follows the USDA dietary guidelines and Smart Snack nutrition standards.

Guidelines for other foods and beverages available on the school campus, but not sold	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
Classroom Snacks, parties, food and beverage items provided by clubs, boosters, fundraisers, and other groups follow USDA guidelines			Not Met	The committee will have to discuss and come up with a plan to educate our parent groups and place this as a goal in the policy.

Marketing and advertising of only foods and beverages that meet Smart Snacks	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
Posters in Cafeterias, parent communications,		YES		Not all buildings have posters. The committees will look at increasing awareness and parent communication.

Include any additional notes, if necessary:

Over the past three years before COVID, the district has done a wonderful job of engaging staff and students with the breakfast and lunch program, a 21 day challenge, morning stretches at staff meetings, weekly emails, communication, promotion in some areas, etc.

The committee will have to take a look at point A in the wellness policy. This could be broken up into Nutrition and Marketing.

The District will be forming committees at each of the buildings and the District committee will be comprised of a representative from each of the buildings.

The District committee will look at engaging parents for input and ideas on how to maintain our wellness goals.