

Kentucky Local Wellness Policy Triennial Assessment

In accordance with the [U.S. Department of Agriculture’s Final Rule: Local School Wellness Policy Implementation](#), all sponsors participating in the National School Lunch or School Breakfast Program must complete an assessment of their local wellness policy (LWP), at minimum, once every three years. The following report will act as an assessment of the district’s LWP. It is recommended that all Kentucky sponsors use the Kentucky Local Wellness Policy Triennial Assessment to fulfill the program requirements.

The assessment must measure the following:

1. Sponsor’s compliance with their local wellness policy
2. Sponsor’s progress toward meeting their local wellness policy goals
3. How the language in the sponsor’s wellness policy compares to the model wellness policy.

Instructions:

Before you begin the assessment, please read through the entire instruction section. Next, follow steps 1-4 to complete the Triennial Assessment Report. The report template can be found on page two of this document. Please note, the brackets with a gray background are editable ({Example of Editable Field}).

STEP 1: Policy Assessment

- Requirement: assess compliance with the local wellness policy.
- How to complete section 1 of the report:
 - Select the people who are participating in the development, implementation, and evaluation of our wellness policy.
 - Select how the public receives notice that they’re available to participate in the Local Wellness Process.
 - List and review your district’s goals for each of the 7 required policy components and mark with an “X” which column best suits the degree of compliance for each required policy component (Fully in Place, Partially in Place, Not in Place).

STEP 2: Policy Progress and Improvement

- Requirement: describe the overall progress made toward meeting policy goals.
- How to complete: In section 2 of the report, provide a description that includes how you will implement further steps and activities and improvement bases on the information entered in Step 1.

STEP 3: Model Policy Comparison

- Requirement: describe policy strengths and areas for improvement based on the findings of the WellSAT.
- How to complete: First, complete the WellSAT assessment (see below for instructions). Based on the results from WellSAT, provide a brief description of the LWP strengths and areas of improvement in section 3 of the report.
- How to complete the WellSAT: You can complete the WellSAT assessment either electronically OR by hard copy. Go to wellsat.org. Note: Retain a copy of the completed assessment and attach to this assessment.

STEP 4: Record Keeping

- Requirement: each LEA must retain records and make available to the public to document compliance.
- How to complete: Share your progress with your school community by posting it your nutrition services or district webpage.

Mercer County Schools

Local Wellness Policy Triennial Assessment Report

Previous Date Completed: {School Year}

Date Completed: 2024-2025

A local wellness policy directs efforts to create a healthier school environment. Effective wellness policies support a culture of well-being by establishing healthful practices and procedures for students, staff, and families. Schools/districts participating in the federal Child Nutrition Programs are required to complete an assessment of their local wellness policy, at minimum, once every three years. This report summarizes policy objectives and details the results of the most recent evaluation. For questions regarding the results, contact {Name and Contact Information}.

Section 1: Policy Assessment

We encourage administrators, school food service staff, parents, school board members, school health professionals, students, and the general public to participate in the development, implementation, and evaluation of our wellness policy. Currently the committee is comprised of the following (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Administrators | <input type="checkbox"/> School Food Service Staff |
| <input type="checkbox"/> P.E. Teachers | <input type="checkbox"/> Parents |
| <input type="checkbox"/> School Board Members | <input type="checkbox"/> School Health Professionals |
| <input type="checkbox"/> Students | <input type="checkbox"/> Public |

How does the public receive notice that they're available to participate in development, implementation, and evaluation of the district's wellness policy (check all that apply):

- Advertisement on the public website
- It is announced at board meetings
- Recruitment amongst staff and students
- Advertisement at family enrichment activities
- Other (please explain):

2. Nutrition Promotion (insert your district's goals below as defined by your district's policy)

Goals What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start Dates	Measurement How is progress measured?	Stakeholders Who will be involved and/or impacted?	Is this Goal in place?		
					Fully in Place	Partially in Place	Not in Place
Hands on Taste testing with new foods	Set up dates and times with building admin	SY 24/25	Set times and Dates	FD Director, Teachers, Staff			X
Farm to School	Promote our farm to school program that we have been doing	SY 24/25	Set times and Dates	FS Director, Staff		X	
Parent involvement	Teach parents how to use our app and what information they can get off of it	SY	N/A	District		X	

3. Food and Beverage Marketing Guidelines on School Grounds (insert your district's goals below as defined by your district's policy)

Goals What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start Dates	Measurement How is progress measured?	Stakeholders Who will be involved and/or impacted?	Is this Goal in place?		
					Fully in Place	Partially in Place	Not in Place
To market no outside food or drink	All steps have been taken	N/A	We have no outside marketing	FS Director	X		

4. Nutrition guidelines for all foods and beverages available but NOT SOLD on school grounds (i.e., classroom celebrations, rewards, etc.) (insert your district's goals below as defined by your district's policy)

Goals What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start Dates	Measurement How is progress measured?	Stakeholders Who will be involved and/or impacted?	Is this Goal in place?		
					Fully in Place	Partially in Place	Not in Place
We do not sale foods or drinks outside of the Food Service Department	We do not sale foods or drinks outside of the Food Service Department	N/A	N/A	N/A	X		

5. Nutrition guidelines for all foods and beverages available SOLD on school grounds (i.e., a la carte, school stores, vending machines, etc.) (insert your district's goals below as defined by your district's policy)

Goals What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start Dates	Measurement How is progress measured?	Stakeholders Who will be involved and/or impacted?	Is this Goal in place?		
					Fully in Place	Partially in Place	Not in Place

We do not sale foods or drinks outside of the Food Service Department	We do not sale foods or drinks outside of the Food Service Department	N/A	N/A	N/A	X		

6. Physical Activity (insert your district's goals below as defined by your district's policy)

Goals What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start Dates	Measurement How is progress measured?	Stakeholders Who will be involved and/or impacted?	Is this Goal in place?		
					Fully in Place	Partially in Place	Not in Place
To improve healthy eating habits	Educate the students in good food choices	N/A	N/A	N/A		X	
Integrate physical activity in the classroom setting	Getting students up and out of the desks, outside eating areas, more physical movement during the day	N/A	N/A	District		X	

7. Other School Based Activities (insert your district's goals below as defined by your district's policy)

Goals What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start Dates	Measurement How is progress measured?	Stakeholders Who will be involved and/or impacted?	Is this Goal in place?		
					Fully in Place	Partially in Place	Not in Place

Section 2: Policy Progress and Improvement

Previous Situation:

Mercer County Food Service was not directly responsible for overseeing the LWP. However, starting in the 2024-2025 school year (SY 24-25), Mercer County Food Service will resume its role in managing the LWP. We have a multi-step process in place to make sure that all wellness policy related decisions/information and collaboration is monitored and policies are tracked.

Upcoming Actions:

1. **Community Engagement:** This week, we will actively seek local community members (stakeholders) who are interested in participating on the LWP board.
2. **First Meeting:** In September 2024, we will convene our inaugural meeting. During this session, we will introduce the committee’s purpose and responsibilities to the community, school staff, and administrators. We will thoroughly review the existing LWP to identify any necessary amendments.
3. **Healthier Generation Questionnaire:** Following the meeting, I will distribute the Healthier Generation questionnaire to schools. Principals will collaborate with us to complete the survey.
4. **Second Meeting:** I will compile the collected data and present it at the next LWC (Local Wellness Committee) meeting.
5. **Adjustments and Overview:** During the second meeting, all committee members will have the opportunity to review the data and propose adjustments if needed.
6. **Board Presentation:** At the November board meeting, I will present an overview of our findings and recommendations.

7. **Final Steps:** Upon board approval, I will submit the updated LWP to the Superintendent of Mercer County Schools. The superintendent will sign off on it and submit it to the Kentucky Department of Education.

Section 3: Model Policy Comparison

A required component of the triennial assessment is to utilize the Rudd Center's Wellness School Assessment Tool (WellSAT) for comparison of the local wellness policy to a model wellness policy. The WellSAT includes 67 best practice policy items related to nutrition education; nutrition standards for foods; physical education and activity; wellness promotion and marketing; and implementation, evaluation, and communication. The comparison identifies policy strengths and areas for improvement, *please attach a copy of your district's Well SAT report to this assessment.*

Local Wellness Policy Strengths

Mercer County Schools consistently outperform the average on five out of the six modules. These modules cover a range of critical areas, including Standards for USDA School Meals, Nutrition Standards, Physical Education and Physical Activity, Wellness Promotion and Marketing, and Evaluations. Our commitment to student well-being is unwavering, and we employ a variety of strategies to ensure their wellness. This district-wide achievement is a testament to our top-down approach, and we take great pride in showcasing our status as a well-rounded, high-performing public school district.

Areas for Local Wellness Policy Improvement

Mercer County Schools underperformed in 1 out of the 6 modules. This module was the Nutrition Education portion. We have made great strides in making improvements in this area and will continue to make improvements in the area year after year.