

**Michigan Department of Education  
Office of Health and Nutrition Services  
School Nutrition Programs**

**Local Wellness Policy Review 2022:  
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](https://www.michigan.gov/mde/0,4615,7-140-66254_50144-194546--,00.html)

## Section 1: General Information

School(s) included in the assessment: Bailey Early Childhood Center, Gier Elementary School, Davis Middle School, Horizon Alternative High School, Hillsdale High School

Month and year of current assessment: April, 2022

Date of last Local Wellness Policy revision: 2017

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

## Section 2: Wellness Committee Information

How often does your school wellness committee meet?: As needed (on call)

School Wellness Leader:

Name	Job Title	Email Address
Shawn Vondra	Superintendent	<a href="mailto:Shawn.vondra@hillsdaleschools.org">Shawn.vondra@hillsdaleschools.org</a>

School Wellness Committee Members:

Name	Job Title	Email Address
Laura Call	Food Service Director	<a href="mailto:Laura.call@hillsdaleschools.org">Laura.call@hillsdaleschools.org</a>
Allison Graybill	School Nurse	<a href="mailto:allison.graybill@hillsdaleschools.org">allison.graybill@hillsdaleschools.org</a>
Mandy Vincent	Physical Education Teacher	<a href="mailto:Mandy.vincent@hillsdaleschools.org">Mandy.vincent@hillsdaleschools.org</a>
Phil Marvin	Physical Education Teacher	<a href="mailto:Phil.marvin@hillsdaleschools.org">Phil.marvin@hillsdaleschools.org</a>
Aaron Corey	Physical Education/Health Teacher	<a href="mailto:Aaron.corey@hillsdaleschools.org">Aaron.corey@hillsdaleschools.org</a>
Amanda Waidely	Health Teacher	<a href="mailto:Amanda.waidely@hillsdaleschools.org">Amanda.waidely@hillsdaleschools.org</a>
Damien Happ	Student	

School Board Policy Committee Members

Rebecca Porteuss	Parent/School Board Member	<a href="mailto:Rebecca.porteuss@hillsdaleschools.org">Rebecca.porteuss@hillsdaleschools.org</a>
Eric Moore	School Board Member	<a href="mailto:Eric.moore@hillsdaleschools.org">Eric.moore@hillsdaleschools.org</a>
Leslie Bennett	Parent/School Board Member/Physician	<a href="mailto:Leslie.bennett@hillsdaleschools.org">Leslie.bennett@hillsdaleschools.org</a>

### 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 District's wellness policy is designed to promote students' overall health and wellness. It addresses each of the required components in the following areas;

- Nutrition Promotion/Education,
- Physical Activity,
- Other School-based Activities Designed to Promote Student Wellness.

Prior Discussions/Determinations:

The district does not currently limit the number/frequency of events where snacks are available to students.

NUTRITION PROMOTION/EDUCATION: (pag.1-2 of current policy)

-11. Is not currently happening. Nutrition education does not currently extend beyond the school day by involving families and/or community. (It may, but there is not specific action for that to occur.)  
-Staff responsible for nutrition education are not "regularly engaging" in professional development on these matters.

PHYSICAL ACTIVITY: (pag.2-4 of current policy)

-The current physical education (PE) instruction provided to students varies by grade level as follows:

- K-4: PE 2x per week for the entire school year.
- 5-6: PE 1x week for the entire school year. (Health Class has been provided on the 2<sup>nd</sup> day during COVID)
- 7-8: PE 5x week for one semester each year.
- 9-12: May participate in PE instruction every year, but are only required to complete one (1) PE course for graduation.

-D. Recess: not all students have 30 minutes of planned recess time each day. (Recess ranges from 15-20 as the norm.)

-D. "Recess shall not be used as a reward or punishment". Current practice does include using recess in both ways. There is currently not a minimum amount of time specified in the policy for recess duration.

-K. Change "shall" to "should". This goal is not currently selected in our policy.

OTHER SCHOOL-BASED ACTIVITIES: (pag.4-5 of current policy)

C. 1. Meals: Not all students have 30 minutes to eat lunch each day. (Meal times range from 15-20 as the norm.)  
-How does breakfast factor into the time allowed to eat meals?

ADDITIONAL GUIDELINES: (pag.6 of current policy)

- D. Do not currently require "all food items for sale" to be USDA Smart Snack compliant. EX/ Study Cup @ HHS, occasional fundraisers
- E. Do not currently require "all food items available during school day - Vending machines @ HHS, occasional fundraisers
- F. Do not currently require "all food items, including classrooms snacks to be compliant - Birthday treats, classroom parties
- K. Do not currently publish the nutrition information for all competitive foods available during the school day - Study Cup, Vending machines
- L. Not confident that "all foods shall be served with promoting student health/well-being."
- M. do not currently publish/distribute list of snacks that comply with USDA Dietary Guidelines.

## 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: Hillsdale Community Schools Date: June 2022

## 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"> <li>a) Provide teachers with list of non-food reward examples.</li> <li>b) Discuss changes at back-to-school staff training.</li> <li>c) Follow-up mid-year to discuss challenges and determine additional communication needed.</li> </ul>	Before the beginning of next school year.	<ul style="list-style-type: none"> <li>- Verbal check-ins with staff to ensure compliance.</li> <li>- Teacher survey at end of school year.</li> </ul>	Principal	Teachers, staff, students	Yes
Utilize current health/nutrition models.	Nutrition - 9. Remove "such as the food pyramid guide" Insert My Plate"	By 8/23/22	Policy Manual	School Board, Superintendent	Students	
Increase communication nutrition information with families beyond the school day.	Nutrition - 11 Posting on website, social media, taste testing, Health Fair(s) Change "shall" to "may".	June 2023	Audit of Actions Completed	Paula Crites, Health Teachers, Food Service Director	ALL	
	Nutrition - 15 - Ensure training happens 1x every two years for Nutrition Education Staff (Health/Food Service) Identify appropriate trainings available. Identify funding to implement trainings.	September 2023	PD Attendance	Principals, Food Service Director	Nutrition Education Staff (Health/Food Service)	
	Nutrition - 17 (Either DELETE this as a requirement or the District needs to create/obtain provide resources to teachers to implement.) "The District shall "may" provide information to parents that is	8/23/2022	Policy Manual	School Board, Superintendent	Students, Parents, Families	

Nutrition promotion	designed to encourage them to reinforce at home the standards and benchmarks being taught in the classroom."	A.2.d. have it simply read "milk"	By 8/23/22	Policy Manual	School Board, Superintendent	Students
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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?
1B – Increase frequency for PE in grades 5	Replace the designated Health Class with a 2 <sup>nd</sup> PE class every week. Integrate the health lessons into the PE sessions. (or) Conduct a “double class” session for PE 1x week. (or) Change “shall” to “should”.	8/23/2022	Audit of implementation frequency	DMS Principal	Students, PE teachers	
1C – Increase frequency for PE in grades 6	1. Ensure all Grade 6 students have PE 2x per week for at least 40 minutes in the master schedule.	8/23/2022	Master schedule	DMS Principal	Student, Staff	
1.K – Encourage/recommend Moderate Physical Activity	Revise goal from “shall” to “should”	8/23/2022	Audit of implementation frequency	School Board Superintendent	Students, PE teachers	
2 D – Identify 20 minutes of daily recess for students in Grades K-5	Write the specific time amount into the policy of “20 minutes”.	8/23/22	Master Schedule	Principals	Students, Staff	
2 D – Reduce the strategy of eliminating recess as a reward/punishment	Revise goal from “shall not” to “should not”	8/23/22	Audit of implementation frequency	Principals, Teachers, EA’s	Teachers, EA’s and Students	

School-based activities to promote student wellness goal(s):

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Increase compliance with the District's Wellness Policy.	2.C.1 - Time for Meals Change the current 30 minute guideline to 20 minutes for meals (daily)	8/23/22	Master Schedule	Principal - Bailey, Gier and DMS	Principals, EA's. All students will be impacted.	

**Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks):**

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Increase compliance with the Wellness Policy.	Do we want to comply with the USDA Smart Snacks Guidelines for all items available for sale on school campus before school and within 30 minutes of end of day? (D. page 6)  If yes, then we need to revise the Study Cup menu to comply with the USDA Smart Snacks Guidelines  Study Cup menu needs to align with the nutrition guidelines that are required for the District to participate in the National School Lunch Program.	8/23/22	Menu	Study Cup Advisor	Club members, All students	
	Do we want to comply with USDA Smart Snacks Guidelines for all items available for sale during the school day? (E. page 6)  Revise the HHS Vending Machine menu to comply with the USDA Smart Snacks Guidelines (Same as Study Cup) (or) Shut vending machine off during school hours.	8/23/22	Contents	Student Council Advisor	Club members, All students	

**Guidelines for other foods and beverages available on the school campus, but not sold:**

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Increase compliance with the Wellness Policy.	Do we want to comply with F? (page 6)  No, the Wellness Committee recommends allowing some snacks (in	8/23/22	Policy Manual	Superintendent	Board of Education	

	moderation) for celebrations. EX/ birthdays, celebrations. Update the language for E and F on page 6 so that food which is not sold at school can allow for some treats/snacks like birthday celebrations and special events.								
	Do we want to comply with L? (page 6) No, see item "F" above. The Wellness Committee does not feel that "all foods shall be served with promoting student health/well-being" is a balanced approach. Eating some non-compliant foods/drinks in moderation does not ruin an individual's overall health. Leave the existing policy language in place.	8/23/22	Policy Manual	Superintendent Board of Education					

**Marketing and advertising of only foods and beverages that meet Smart Snacks:**

<b>Goal</b>	<b>Action Steps</b>	<b>Timeline</b>	<b>Measurement</b>	<b>Lead Person</b>	<b>Stakeholders</b>	<b>Complete?</b>
What do we want to accomplish? Increase compliance with the Wellness Policy.	What activities need to happen? Do we want to comply with K? (page 6) K. Do not currently publish the nutrition information for all competitive foods available during the school day - Study Cup, Vending machines Keep K as a goal in the policy.	Start dates 8/23/2022	How is progress measured? Information displays	Club Advisor	Who will be involved and/or impacted? Club members will be involved. All students are impacted.	

	<p>Do we want to comply with M? (page 6)</p> <p>M. We do not currently publish/distribute list of snacks that comply with USDA Dietary Guidelines.</p> <p>Keep M as a goal in the policy.</p>	January 2023	Informational artifacts created and distributed	Food Service Director	All students are impacted and potentially all family members of that student.	
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