



Arizona Department of Education Local Wellness Policy Activity and
Assessment Tool

Madison Elementary School District
2023-2026 Triennial Assessment

Posted on: <https://www.madisonaz.org/families/food-nutrition-services/health-and-wellness/district-wellness-program>

Public made aware via posting on the website, Facebook, & Instagram

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About the Local Wellness Policy Activity and Assessment Tool

LEAs are required to have a written local wellness policy (LWP), and at least once every three years, they must assess the implementation of what is written in the policy. Some written components can be easily assessed by asking the question, “Did we do this?” while others are more difficult to measure. ADE recommends using this tool to document the exact actions you expect to be completed and determine if your LEA is doing what is written in the policy. The District Wellness Committee can use this list of actions to select from when writing goals and policies in the LWP. Note, you should select at least one action from each section; selecting all actions is not required. Some actions are pre-checked because they are requirements of operating the National School Lunch Program. ADE recommends writing each of the selected actions into your LWP. This tool is designed to be an action plan that guides your implementation and assessment of your LWP.

I. WELLNESS GOALS						
<p>The LWP must include goals in the areas of Nutrition Promotion, Nutrition Education, Physical Activity, and Other Activities to Promote Student Wellness. For each section, choose the activities you'll implement and determine how many schools will work toward implementing the activities. Then, use the activities selected to write a goal in each area on the LWP Template. When monitoring implementation of the LWP at each school, record the number of schools that successfully completed the action(s) selected.</p>						
GOAL: NUTRITION PROMOTION <i>Nutrition Promotion includes activities and participation in programs that promote and reinforce health and emphasize the school's commitment to a healthy school nutrition environment.</i>	Year 1 (2023-2024)		Year 2 (2024-2025)		Year 3 (2025-2026)	
	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action
E The district encourages participation in meal programs as appropriate (School Breakfast, National School Lunch, Afterschool Care Snack, Fresh Fruit and Vegetable Program etc.). <i>Yes, via handbook, social media, newsletters, district website, and word of mouth.</i>	8	8	8			
E School meal program menus are posted on the district website or individual school sites. <i>Yes via printable version on https://www.madisonaz.org/families/food-nutrition-services/school-meal-menus-and-pricing And on the Linq connect portal: linqconnect.com</i>	8	8	8			
E Menus include nutrient content and ingredients. <i>Menus show nutrient content on the linq connect portal linqconnect.com</i>	8	8	8			
E Participation in meal programs is promoted to families. <i>Yes, via handbook, social media, newsletters, district website, and word of mouth.</i>	8	8	8			
<i>Farm to School Activities (best practice is to choose a minimum of 4 activities):</i>						
E Local and/or regional products are incorporated into the school meal program. <i>Yes, Charlie's, Shamrock, and Sun Produce produced in AZ, Shamrock Milk local to AZ.</i>	8	8	8			
E Messages about agriculture and nutrition are reinforced throughout the learning environment. <i>Yes, farm to school events in the cafés. Madison won Gold Farm to Summer in 2023 & 2024, social media posts.</i>	8	8	8			

E School hosts a school garden. <i>Simis, Park, Rose Lane, Heights, Meadows, Camelview</i>	4	4	6			
E School utilizes promotions or special events to highlight local/regional products. <i>Smarter Lunchroom techniques are implemented in the cafeteria (best practice is to a minimum of 10 techniques to implement at each school):</i>	8	8	8			
E A fruit taste test is offered at least once a year	8	8	8			
E Fruit is offered in at least 2 locations on all serving lines, one of which is right before each POS.	8	8	8			

X A vegetable taste test is offered are least once a year,	8	8	8			
X White milk is organized and represents at least 1/3 of all milk in each designated milk cooler.	8	8	8			
X At least two kinds of fruit are offered	8	8	8			
X At least two kinds of vegetables are offered.	8	8	8			
X Pre packed Salads is available to all students	8	8	8			
X Featured Milk Flavor of the Day	0	0	8			
X Featured entrée of the day	0	0	8			
X Featured Vegetable of the day	0	0	8			

GOAL: NUTRITION EDUCATION <i>Nutrition education teaches behavior-focused skills and may be offered as part of a comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to safeguard their health and make positive choices regarding food and nutrition, or nutrition education can be offered as sequential individual lessons throughout the school year.</i>	Year 1 23/24		Year 2 24/25		Year 3 25/26	
	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action
X Nutrition education is taught in the following grades:						
X K <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5	8	8	8			
X 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8	8	8	8			
X Elementary Schools: Nutrition education is offered as part of sequential, comprehensive standards-based health education curriculum.	8	8	8			
X Nutrition education is taught through other subjects like math, science, language arts, social sciences and electives.	1	1	4			
X Teachers and other staff receive training in nutrition education.	8	8	8			
<input type="checkbox"/> Nutrition education is taught in collaboration with community partner: <i>X Community Partner Arizona Dairy Council, SNAP-Ed, Let's Go Composting</i>	8	8	8			

<p>Nutrition education is included in health education lessons or physical education and the following topics are covered (<i>best practice is to choose a minimum of 12 topics</i>):</p> <ul style="list-style-type: none"> Relationship between healthy eating and personal health and disease prevention x Food guidance from MyPlate x Reading and using the FDA's nutrition fact labels x Eating a variety of foods every day x Balancing food intake and physical activity x Eating more fruits and vegetables and whole grain-rich products Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain trans fat x Choosing foods and beverages with little added sugar Eating more calcium rich foods X Preparing healthy meals and snacks Risks of unhealthy weight control practices Accepting body size difference 	2	7	8			
<ul style="list-style-type: none"> x Food safety x Importance of water consumption x Importance of eating breakfast x Making healthy choices when eating at restaurants Eating disorders The Dietary Guidelines for Americans Reducing sodium intake x Social influences on healthy eating, including media, family, press and peers How to find valid information or services related to nutrition and dietary behavior How to develop a plan and track progress toward achieving a personal goal to eat healthfully Resisting peer pressure related to unhealthy dietary behavior Influencing, supporting, or advocating for others' healthy dietary behavior 						
<p>Lessons link with school meal programs, cafeteria nutrition promotion activities, school gardens/Farm to School, and other nutrition related community activities.</p>						
Nutrition education includes experiential, hands-on learning experiences						
Cooking demonstrations	2	2	4			
Taste testing	8	8	8			
Promotion of new school menu items	8	8	8			
School gardens	4	4	6			
Farm tours	0	1	0			

GOAL: PHYSICAL ACTIVITY <i>Physical activity is defined by the Centers for Disease Control and Prevention (CDC) as any bodily movement produced by skeletal muscles that result in energy expenditure. Regular physical activity in childhood and adolescence improves strength and endurance, helps build healthy bones and muscles, helps control weight, reduces anxiety and stress, increases self-esteem and may improve blood pressure and cholesterol levels. Incorporating regular physical activity in your school(s) is an important contributor to student wellness.</i>	Year 1 23/24		Year 2 24/25		Year 3 25/26	
	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action
Physical Activity						
x Physical activity is available for at least 30 minutes per day for all students.	8	8	8			
x Physical activity during the day (including but not limited to recess, classroom physical activity breaks, or physical education) is not used or withheld as punishment for any reason.	8	8	8			
x The district provides teachers and other school staff with a list of ideas for alternative ways to discipline students.	8	8	8			
x A comprehensive school physical activity program (CSPAP) is used to coordinate physical activity before, during and after school.						
x To the extent practicable, schools ensure that their grounds and facilities are safe and that equipment is available to all students to be active.	8	8	8			
x Through a formal joint- or shared-use agreement, indoor and outdoor physical activity facilities and spaces are open to students, their families, and the community outside of school hours.	8	8	8			
X Schools ensure that inventories of physical activity supplies and equipment are known and, when necessary, work with community partners to ensure sufficient quantities of equipment are available to encourage physical activity for as many students as possible.	8	8	8			
Before and After School Activities						
x Students have opportunities to participate in physical activity before school.	8	8	8			
x Students have opportunities to participate in physical activity after school.	8	8	8			
Physical Education						
<i>In Arizona, LEAs are recommended to review the Arizona PE Standards. Arizona does not have PE requirement, but the national recommendation for PE minutes is 150 per week at the elementary level and 225 minutes per week at the secondary level (middle school and high school level).</i>						
Elementary students (grades K-5) in each grade receive physical education for at least (choose one): <input type="checkbox"/> 45 minutes per week <input checked="" type="checkbox"/> 60-89 minutes per week <input type="checkbox"/> 90-149 minutes per week <input type="checkbox"/> 150 or more minutes per week <input type="checkbox"/> Other:	5	5	5			

Secondary students (grades 6-12) are (<i>choose one</i>): <input type="checkbox"/> Required to take one physical education credit total <input type="checkbox"/> Will take more than one academic year of physical education <input type="checkbox"/> Will take physical education throughout all secondary school years <i>X Other: "Physical Education is an elective for middle school."</i>	4	4	4			
X Students receive formal, age-appropriate physical education, consistent with national and state standards for physical education.	8	8	8			
X Physical education program promotes student physical fitness through individualized fitness and activity assessments (via the Presidential Youth Fitness Program or other appropriate assessment).	2	2	2			
X Students are moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.	8	8	8			
X Physical education teachers participate in professional development at least once per year.	8	8	8			
X Physical education classes are taught by licensed teachers who are certified or endorsed to teach physical education.	8	8	8			
Recess						
X Elementary schools provide at least 20 minutes of recess on all days during the school year.	8	8	8			
X If recess is offered before lunch, proper hand washing measures are in place.	8	8	8			
X Recess is offered outdoors when weather is feasible.	8	8	8			
X Recess is a compliment to not a substitute for physical education class.	8	8	8			
X Recess monitors encourage students to be active.	8	8	8			
X Recess monitors serve as role models by being physically active along with students.	8	8	8			
Classroom Physical Activity Breaks and Active Academics						
X Students are offered periodic opportunities to be physically active or to stretch in the classroom throughout the day on all or most days during a typical school week.	8	8	8			
X Teachers provide short (3-5 minute) physical activity breaks to students during and between classroom time at least 3 days per week.	8	8	8			
X Teachers receive resources, tools, and technology with ideas for classroom physical activity breaks.	8	8	8			
X Teachers incorporate movement and kinesthetic learning approaches into "core" subject instruction when possible to reduce sedentary behavior during the day.	8	8	8			

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X Teachers serve as role models by being physically active alongside students whenever possible.	8	8	8			
Active Transport (best practice is to choose a minimum of 6)						
X Safe or preferred routes to school are designated.	8	8	8			
X Crosswalks on streets leading to school are used.	8	8	8			
X Secure storage facilities for bicycles and helmet are present on school grounds.	8	8	8			
X Crossing guards are used.	8	8	8			
X The number of children walking and/or biking to and from school is documented.	8	8	8			

	0	0	0			
	0		0			

GOAL: OTHER ACTIVITIES THAT PROMOTE STUDENT WELLNESS

Year 1 23/24		Year 2 24/25		Year 3 25/26	
# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action

<i>School Sponsored Events</i>						
E School-sponsored events incorporate wellness components including physical activity and healthy eating opportunities.	8	8	8			
<i>Relationships with Community Partnerships</i>						
E Hospitals	0	0	0			
E Universities/colleges	8	8	8			
E Local businesses	8	8	8			
E SNAP-Ed Providers	8	8	8			
<i>Community Health Promotion and Family Engagement</i>						
E The benefits of and approaches to healthy eating and physical activity are promoted to parents/caregivers, families, and the general community throughout the school year (e.g., the school provides information about nutrition and physical activity to parents throughout the year).	8	8	8			
E Families are informed and invited to participate in school-sponsored activities and receive information about health promotion efforts.	8	8	8			
E Electronic and non-electronic mechanisms are used to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.	8	8	8			
<i>Staff Wellness and Health Promotion</i>						
E The District Wellness Committee has a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff. This subcommittee focuses on staff wellness in 8 schools. If yes, best practice to list subcommittee leader's name in the policy.	8	8	8			
E Schools implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors, and 3-4 strategies are listed.	8	8	8			
E Strategy 1: Fall Wellness Challenge						
E Strategy 2: Biometrics						
E Strategy 3: Spring Wellness Challenge						

<input type="checkbox"/> The district promotes staff member participation in health promotion programs.	8	8	8			
Professional Learning						
<input type="checkbox"/> The district offers annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and schools.	8	8	8			
Other Activities to Promote Wellness						
<input type="checkbox"/> Each school has a health professional on site for at least half the school day.	8	8	8			
<input type="checkbox"/> <i>Other: Wellness Wednesday emails</i>	8	8	8			

II. DISTRICT POLICIES

In each of the following sections, select and/or describe the policies that will apply to all schools in the district. Some of the policies are required and thus, already selected. Then, write the selected policies in the **LWP Template**. When you monitor implementation, you will report on how many schools comply with the district policies, or if the district as a whole is in compliance with the policy.

DISTRICT POLICY: SCHOOL MEALS STANDARDS	Year 1	Year 2	Year 3
<i>At a minimum, the school meal standards should meet the New Meal Pattern requirements. LEAs can establish additional standards important to the district. This section should also include standards for the meal service area, menu composition (use of local produce) and guidelines for water availability during meals.</i>	% of schools in compliance	% of schools in compliance	% of schools in compliance
National School Lunch Program			
X All schools in the district participate in the National School Lunch Program.	100%	100%	
X Lunch meals served meet the new meal pattern requirements including minimum requirements for fruits, vegetables (and subgroups), whole grain-rich foods, meat/meat alternates and 2 varieties of milk.	100%	100%	
X >20 percent of lunch items will be prepared from scratch or made on site.	100%	100%	
X Students are served lunch at a reasonable and appropriate time of the day.	100%	100%	
X Lunch follows recess to better support learning and healthy eating.	87.5%	87.5%	
X Students have adequate time to eat: <input type="checkbox"/> Students have 10 minutes of seated time	75%	100%	

<input checked="" type="checkbox"/> Students have 20 minutes of seated time <input type="checkbox"/> Students have 30 minutes of seated time (ADE best practice) <input type="checkbox"/> Students have ___ minutes of seated time			
School Breakfast Program			
<input checked="" type="checkbox"/> All schools in the district participate in the School Breakfast Program.	100%	100%	
<input checked="" type="checkbox"/> Breakfast meals served meet the new meal pattern requirements including minimum requirements for fruits/vegetables, whole grain-rich foods, and 2 varieties of milk.	100%	100%	
School Meal Standards meet the following additional guidelines established by the district:			
<input checked="" type="checkbox"/> Meals are appealing and attractive to students.	100%	100%	
<input checked="" type="checkbox"/> Meals are served in clean and pleasant settings.	100%	100%	
<input checked="" type="checkbox"/> Local and/or regional products are incorporated into the school meal programs.	100%	100%	
<input checked="" type="checkbox"/> Fresh fruits and vegetables are served 5 times per week.	100%	100%	
<input checked="" type="checkbox"/> Menus are created/reviewed by a Registered Dietitian or other certified nutrition professional.	100%	100%	
<input checked="" type="checkbox"/> School meals are administered by a team of nutrition professionals.	100%	100%	
Water			
<input checked="" type="checkbox"/> Free, potable water is available to all students during the meal period.	100%	100%	
<input checked="" type="checkbox"/> Water sources and containers are maintained on a regular basis to ensure good hygiene and health safety standards.	100%	100%	
<input checked="" type="checkbox"/> Students are allowed to bring and carry approved water bottles with only water in them throughout the day.	100%	100%	

DISTRICT POLICY: COMPETITIVE FOOD AND BEVERAGES (FOOD SOLD TO STUDENTS)	Year 1 23/24	Year 2 24/25	Year 3 25/26
<p><i>Competitive foods and beverages are those foods that are sold outside of and in competition with the federally reimbursable meal programs. At a minimum, LEAs must ensure all foods and beverages sold on campus, during the school day defined as midnight to thirty minutes after the end of the school, will meet the USDA Smart Snack guidelines for grades K-12. LEAs can establish additional standards.</i></p>	% of schools in compliance	% of schools in compliance	% of schools in compliance
<p><input checked="" type="checkbox"/> Foods and beverages sold outside the school meal programs will meet the USDA Smart Snacks in School</p>	100%		
<p><input type="checkbox"/> Not applicable, district does not sell competitive foods.</p>	n/a	n/a	
<p><input checked="" type="checkbox"/> A la Carte</p>	100%	100%	
<p><i>Foods and beverages sold outside of the school meal programs meet the following additional guidelines established by the district:</i></p>			
<p><input type="checkbox"/> All foods and beverages sold outside the school meal programs will meet the USDA Smart Snacks in School nutrition standards on the school campus.</p>	100%	100%	
<p><input type="checkbox"/> <i>Guideline: All snacks catered by the district follow smart snack guidelines.</i></p>	100%	100%	
<p><input type="checkbox"/> <i>Guideline:</i></p>	n/a	n/a	

DISTRICT POLICY: CELEBRATIONS AND REWARDS (FOOD SERVED TO STUDENTS)	Year 1	Year 2	Year 3
<p><i>Arizona Law (ARS 15-242) referred to as Arizona Nutrition Standards states that all food and beverages supplied at school sponsored events to students in grades K-8 must meet the USDA's Smart Snacks in Schools guidelines. The USDA's Smart Snacks in Schools and Arizona Nutrition Standards guidelines do not apply to foods brought to school in bagged lunches or for activities such as birthday parties, holidays, or other celebrations.</i></p>	% of schools in compliance	% of schools in compliance	% of schools in compliance
<p><i>School Sponsored Events</i></p>			
<p><input checked="" type="checkbox"/> Foods served to students in grades K-8 meet (or exceed) the USDA Smart Snacks in School nutrition standards, per the Arizona Nutrition Standards (ARS 15-242).</p>	100%	100%	
<p><i>Classroom Celebrations/Rewards</i></p>			

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x Parents and teachers receive a list of healthy party ideas, including non-food celebration ideas.	100%	100%	
x Classroom snacks brought in by parents meet (or exceed) the USDA Smart Snacks in School nutrition standards, per the Arizona Nutrition Standards (ARS 15-242).	100%	100%	
x Parents receive a list of foods and beverages that meet the USDA Smart Snacks nutrition standards.	100%	100%	
x Food and beverage is not used as a reward.	100%	100%	
xLi Teachers and other school staff receive a list of alternative ways to reward students.	100%	100%	
<p>DISTRICT POLICY: FUNDRAISING</p> <p><i>In Arizona, all fundraisers are exempted from the Smart Snacks guidelines when an exemption request form is submitted, per HNS 04-2015. However, regulations state that no exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service. Additionally, LEAs have the authority to implement more restrictive fundraising food standards.</i></p>	Year 1	Year 2	Year 3
	% of schools in compliance	% of schools in compliance	% of schools in compliance
<i>The district has adopted the following fundraising policy:</i>			
x The district does not allow exempt fundraisers. All food sold on campus during the school day as part of a fundraiser must meet Smart Snacks guidelines.	100%	100%	
<i>Notifying Public of Fundraising Policy</i>			
Li The district fundraising policy is distributed to all schools.	100%	100%	
Li The district fundraising policy is distributed to all parents/guardians.	100%	100%	

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<p>DISTRICT POLICY: FOOD AND BEVERAGE MARKETING</p> <p><i>LEAs that allow marketing of food and beverages to students must include plans and policies that allow the marketing of only those foods and beverages that may be sold on the school campus during the school day (i.e. that meet the USDA's Smart Snacks in Schools) LEAs have the discretion to enact broader policies that address marketing that occurs at events outside of school hours.</i></p>	Year 1	Year 2	Year 3
	% of schools in compliance	% of schools in compliance	% of schools in compliance
x All foods and beverages advertised on the school campus during the school day meet or exceed the USDA Smart Snacks in School nutrition guidelines. These guidelines apply to (Check all that apply)100	100%		
x Cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment	100%	100%	
<i>The district has established additional guidelines for all foods and beverages marketed to students:</i>			
x As the district, school nutrition services, athletic director, PTO/PTA reviews existing contracts and considers new contracts, equipment and purchasing, decisions reflect applicable marketing guidelines established by the LWP.	100%	100%	

III. DISTRICT WELLNESS COMMITTEE

The District is required to convene a representative district wellness committee that meets to establish goals and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this district-level wellness policy.

COMMITTEE ROLE AND MEMBERSHIP

The district must notify the public of their ability to participate in the LWP process. LEAs should establish details of how the LWP will be convened and how it will operate.

	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
<input type="checkbox"/> The district convenes a representative District Wellness Committee (DWC).	Yes		Yes			
<input type="checkbox"/> The District Wellness Committee meets 4 times per year.	Yes		Yes			

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x The public is notified of their ability to participate in the District Wellness Committee.	Yes		yes			
The public is notified of their ability to participate in the District Wellness Committee using the following methods:						
x Email	Yes		Yes			
x Notices on district website	Yes		Yes			
x Newsletters	Yes		Yes			
x <i>Other: Social Media Posts on Instagram and Facebook</i>	Yes		Yes			
<input type="checkbox"/> DWC <i>actively recruits</i> representation from:						
x All school levels (elementary, middle, high)	Yes		Yes			
x Parents/Caregivers	Yes		Yes			
x Students	Yes		Yes			
x Representative from School Nutrition Programs	Yes		Yes			
x Physical education teacher	Yes		Yes			
x Health education teacher	Yes		Yes			
x School health professionals (nurses)	Yes		Yes			
x Mental health and social services staff (counselors, psychologists, social workers)	Yes		yes			
x Administrators	Yes		Yes			
x Health professionals (dietitians, doctors, nurses)	Yes		Yes			
x The general public	Yes		Yes			
<input type="checkbox"/> DWC <i>has</i> representation from:						
<input type="checkbox"/> All school levels (elementary, middle, high)						
x Parents/Caregivers			Yes			
<input type="checkbox"/> Students		No		No		
x Representative from School Nutrition Programs	Yes		Yes			
<input type="checkbox"/> Physical education teacher		No		No		
<input type="checkbox"/> Health education teacher		No		No		
<input type="checkbox"/> School health professionals (nurses)		No		No		
x Mental health and social services staff (counselors, psychologists, social workers)			Yes			

X Administrators			Yes			
X Health professionals (dietitians, doctors, nurses)			Yes			
X The general public			Yes			
<input type="checkbox"/> To the extent possible, representatives from each school in the district		No				
X DWC includes representation from community partners (when feasible)	Yes		Yes			
X SNAP-Ed coordinator Andrea Zechmann	Yes		Yes			
<input type="checkbox"/> Other:						
X Each school within the district has an on-going school wellness committee (School Health Advisory Committee- SHAC) to review school-level, health related issues in coordination with the DWC.						

LEADERSHIP <i>The district must designate one or more LEA and/or school official(s) who have the authority and responsibility to ensure each school complies with the local wellness policy. This may or may not be the same person responsible for bringing the wellness committee together and planning the meetings.</i>	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
X There is a person designated to convene the DWC and facilitate development of and updates to the wellness policy. <input type="checkbox"/> Designee is Lexi Phelps	Yes		Yes			
X There is a district-level official designated to ensure all schools' compliance with the policy. <input type="checkbox"/> Designee is Lexi Phelps	Yes		Yes			
<input type="checkbox"/> Each school has designated a wellness policy coordinator who will ensure compliance with the policy at the school level. <input type="checkbox"/> Position/Title of the designees is Principal.	Yes		Yes			

IV. IMPLEMENTATION, MONITORING, ACCOUNTABILITY AND NOTIFICATION

Convening a district wellness committee and writing the policy is the first step in the LWP process. However, districts are also responsible for implementing, monitoring, and notifying the public about the LWP. Annual reviews and updates to the policy are recommended, while a thorough assessment of compliance is required every three years.

IMPLEMENTATION PLAN <i>Once the wellness policy is written, the district will need to communicate to the goals and policies to all schools. Schools will then implement the policies and begin working toward the goals as appropriate. The implementation of the policies should be consistent across all schools, but the actions that work toward meeting the goals may vary from school to school.</i>	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
x Schools conducted a school-level assessment prior to developing an implementation plan. The assessment used was: x The Alliance for a Healthier Generation Healthy Schools Program; <input type="checkbox"/> The School Health Index <input type="checkbox"/> Action for Healthy Kids Game On program <input type="checkbox"/> Other program:	Yes		Yes			
x The district has a plan for implementation to manage and coordinate the execution of this wellness policy at each school.	Yes		Yes			
x The plan includes roles, responsibilities, actions and timelines specific to each school and includes information about who will be responsible to make changes.	Yes		Yes			

TRIENNIAL PROGRESS ASSESSMENTS <i>At least once every three years, the District must assess compliance with their wellness policy and assess progress toward meeting the goals of the wellness policy.</i>	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
x At least once every three years, the district evaluates compliance with the wellness policy. The evaluation includes:	Yes		Yes			
x The extent to which schools under the jurisdiction of the district are following the wellness policy.	Yes		Yes			
x The extent to which the district's policy compares to a model policy.	Yes		Yes			
x A description of the progress made in attaining the goals of the district's wellness policy.	Yes		Yes			
x The district designated a person responsible for managing the triennial assessment: This designee is: Lexi Phelps	Yes		Yes			

REVISIONS AND UPDATING THE POLICY <i>LEAs are required to update or modify the wellness policy as appropriate.</i>	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
x Policy is updated when appropriate, including when:	Yes		Yes			
X District priorities change	Yes		Yes			
x Community needs change	Yes		Yes			
x Wellness goals are met	Yes		Yes			
x New health science information emerges	Yes		Yes			
x New state or federal guidance/standards are issues	Yes		Yes			

NOTIFICATION OF WELLNESS POLICY, POLICY UPDATES AND TRIENNIAL ASSESSMENT <i>LEAs must make available to the public (1) at all times the wellness policy (2) on an annual basis, at minimum, any updates to and about the wellness policy, and (3) the Triennial Assessment which includes progress toward meeting their wellness goals and compliance with the written policy over a three year period.</i>	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
<i>Availability of the LWP</i>						
x The public has access to the LWP at all times.	Yes		Yes			
x The wellness policy is posted online. The URL is: https://www.madisonaz.org/families/food-nutrition-	Yes		Yes			
<i>Notification/Availability of Revisions and Updates to the LWP</i>						
x The district informs families and the public each year of basic information about the policy, including its content, updates, and implementation status. Best practice is to include last revision date on LWP.	Yes		Yes			
<input type="checkbox"/> The district informs families and the public each year of basic information about the policy, including its content, updates, and implementation status by:						
x Notices on district website	Yes		Yes			
<input type="checkbox"/> Social Media	Yes		Yes			
x Other PTO postings & Board Meetings.	Yes		Yes			
x Communications include culturally and linguistically appropriate language.	Yes		Yes			
<i>Availability of the Triennial Assessment</i>						

x The district actively notifies households of the availability of the triennial progress report.	Yes		Yes			
x The triennial assessments are available to the public. The URL is: https://www.madisonaz.org/families/food-nutrition-services/health-and-wellness/district-wellness-program	Yes		Yes			

RECORDKEEPING <i>The district retains the following documents to demonstrate compliance with the wellness policy.</i>	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
Documentation kept on file includes:						
x Written wellness policy	Yes		Yes			
x Documentation demonstrating it has been made available to the public	Yes		Yes			
<input type="checkbox"/> Documentation of efforts to review and update the policy, including indication of who is involved in the update and the methods the district uses to make stakeholders aware of their ability to participate	Yes		Yes			
<input type="checkbox"/> Documentation to demonstrate compliance with the annual public notification requirements	Yes		Yes			
<input type="checkbox"/> The most recent assessment on implementation of the school wellness policy	Yes		Yes			
<input type="checkbox"/> Documentation demonstrating the most recent assessment on the implementation of the policy has been made available to the public.	Yes		yes			

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

*mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;*

fax: (833) 256-1665; or (202) 690-7442

email: program.intake@usda.gov.

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