



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 2023

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/novicommunityset/novicommunity/z20000017>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? **Annually**

School Wellness Leader:

Name	Job Title	Email Address
Devin Kling	Asst Superintendent of Business	Devin.Kling@novik12.org

School Wellness Committee Members:

Name	Job Title	Email Address
Cathy Farris	School Nurse	Cathy.farris@novik12.org
Darby Hoppenstedt	Wellness Director	Darby.hoppenstedt@novik12.org
Susan Rudnick	Executive Chef	Susan.rudnick@novik12.org
Don Watchowski	NCSD AD	Donald.watchowski@novik12.org
John Brickey	Principal, Novi Meadows	John.brickey@novik12.org
Lisa Fenchel	Principal, Novi Meadows	Lisa.fenchel@novik12.org
Laura Carino	Asst Superintendent	Laura.carino@novik12.org
Robert Baker	Principal, Novi Middle School	Robert.baker@novik12.org
Kim Sinclair	Food Service Director	Kim.sinclair@novik12.org
Jackie Abraham	Administrative Assistant, HR	Jacqueline.abraham@novik12.org
Nicole Carter	Principal, High School	Nicole.carter@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 subjects (when appropriate), posters in cafeteria, involving parents, media marketing, and monitoring.	YES			Ongoing initiatives include following established guidance (state & District), continued stakeholder involvement & education, and monitoring adherence.

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
School wellness clubs, Outdoor gardens, annual school hosted events that center around phys ed.	YES			The schools host physical activity events and do a great job at encouraging participation. Students, parents, and staff are invited to all events.

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			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, are encouraged, but not required by the District, to follow USDA guidelines.	YES			The District discourages the use of unhealthy food and beverages as a reward, or incentive, for performance or behavior.

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
"How to Create a Meal" guidance in Cafeterias, ongoing parent communications, Nutrislice app available to parents and students	YES			All buildings have updated posters. The committee will look at increasing awareness and parent communication.

Include any additional notes, if necessary:

District is committed to prioritizing wellness for students, families, and staff.

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