

Triennial Assessment Template School Wellness Policy

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.

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.



For questions about this document or school wellness policy requirements, contact:
[**mde.fns@state.mn.us**](mailto:mde.fns@state.mn.us)

School Wellness Policy: Triennial Assessment Summary

Section 1: General Information

School(s) included in the assessment:	
Westonka High School, Westonka Middle School, Hilltop Primary, and Shirley Hills Primary	
Month and year of current assessment:	Date of last school wellness policy revision:
September, 2025	04/01/2025
Website address for the wellness policy and/or information on how the public can access a copy:	
https://www.westonka.k12.mn.us/about-us/school-board/policies/policy-post/~board/1000-community-relations-school-b	

Section 2: Wellness Committee Information

How many times per year does your school wellness committee meet?	4
--	---

Designated School Wellness Leader

Name	Job Title	Email Address
Sabrina Ruud	3rd Grade HT	ruuds@277apps.org

School Wellness Committee Members

Name	Job Title	Email Address
Mark Femrite	Assistant Superintendent	femritem@westonka.k12.mn.us
Kelly Matson	District Nurse	Matsonk@westonka.k12.mn.us
Kim Collins	PSS Teacher at WMS	collinsk@westonka.k12.mn.us
Olivia Simmons	Kindergarten Teacher SH	Simmonso@westonka.k12.mn.us
Adria Gerber	SPED Para SH	gerbera@westonka.k12.mn.us
Sherry Anderly	3rd Grade HT	anderlys@westonka.k12.mn.us
Sarah Grimm	ECFE	grimms@westonka.k12.mn.us

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):

MSBA/MASA Model Policy 533, revised in 2022

Describe how your wellness policy compares to model wellness policies.

Our policy mirrors the language touching on all of the same topics:

General purpose
Wellness goals surrounding nutrition education/promotion, physical education, and communication with parents/community members
Standards of Nutrition Education
Wellness leadership
Community involvement
Policy implementation
Monitoring
Record keeping

Section 4. Compliance with the Wellness Policy and Progress Toward Goals

At a minimum, school 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 school 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)	Describe progress and next steps
<p>1. The school district will encourage and support healthy eating by students and engage in nutrition promotion that is:</p> <ul style="list-style-type: none"> a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health; b. part of health education classes, as well as classroom instruction c. enjoyable, developmentally appropriate, and culturally relevant; d. includes participatory activities, such as contests, promotions, taste testing, and field trips when appropriate. <p>2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte/snack lines, vending machines, fundraising events, concession stands, and student stores.</p>	<p>All students are offered classes that promote and protect their health.</p> <p>All food sold to students during the school day meet the USDA requirements for the national school breakfast and national school lunch program. There are no vending machines on during the school day.</p>
☒ Meeting Goal ☐ Partially Meeting Goal ☐ Not Meeting Goal	

Physical Activity Goal(s)	Describe progress and next steps
<p>Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Health and physical education teachers will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities, such as watching television;</p> <p>2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and</p> <p>3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.</p>	<p>Health and Physical Education teachers encourage lifelong skills for regular physical activity.</p> <p>Physical activity is incorporated when possible during subjects outside of physical education/health ed.</p> <p>When appropriate, brain breaks are given to students to move.</p>
☒ Meeting Goal ☐ Partially Meeting Goal ☐ Not Meeting Goal	

School-based activities to promote student wellness goal(s)	Describe progress and next steps
<p>Rewards and incentives. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.</p> <p>Fundraising must follow USDA guidelines</p>	<p>Many teachers are not using food or beverage as a reward for academic performance or good behavior, but these habits are difficult to break in some teachers. Approximately, 90% of our educators are not using food/beverage as reward.</p> <p>Occasionally, fundraisers that do not meet the USDA guidelines pop up. The food service director does her best to stop the fundraiser or educate the leader for future fundraisers.</p>
☐ Meeting Goal ☒ Partially Meeting Goal ☐ Not Meeting Goal	

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e., school meals and smart snacks)	Describe progress and next steps
<p>All food and beverages sold on school campus during the school day meet the USDA requirements</p>	<p>The school food service director will continue to follow the USDA requirements for food and beverages sold on school grounds. This has been the practice for over a decade.</p>
<p> ☒ Meeting Goal ☐ Partially Meeting Goal ☐ Not Meeting Goal </p>	

Guidelines for other foods and beverages available on the school campus, but not sold	Describe progress and next steps
<p>Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through:</p> <p>Celebrations and parties.</p> <p>Classroom snacks brought by parents.</p>	<p>The school district provides a list of healthy party ideas to parents and teachers, including non-food celebration ideas.</p> <p>If a parent/guardian chooses to send something with their child to celebrate the birthday, it needs to be a non-food item.</p> <p>The school district will provide to parents a list of suggested foods and beverages that meet Smart Snacks nutrition standards</p>
<p> ☒ Meeting Goal ☐ Partially Meeting Goal ☐ Not Meeting Goal </p>	

Marketing and advertising of only foods and beverages that meet Smart Snacks	Describe progress and next steps
<p>School-based marketing will be consistent with nutrition education and health promotion.</p> <p>Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the USDA nutrition standards.</p>	<p>Food and beverages are not marketed within schools other than those approved through USDA such as water and milk.</p>
<p> ☒ Meeting Goal ☐ Partially Meeting Goal ☐ Not Meeting Goal </p>	

Include any additional notes, if necessary:

See Wellness Policy Triennial Assessment Working Document - created in 2024 and continuously touched each school year to check for progress.