

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

**Local Wellness Policy:
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

Section 1: General Information

School(s) included in the assessment:

All Schools within Southfield Public School District-Adler Elementary, Birney K-8th, Bussey Early Education, Kennedy Learning Center, Levey Middle School, McIntyre Elementary, Southfield High School for the Arts and Technology, Stevenson Elementary, Thompson K-8th, and University K-12 Academy

Month and year of current assessment: October 2025

Date of last Local Wellness Policy revision: May 2022

Website address for the wellness policy and/or information on how the public can access a copy:
The information on the Wellness policy is located on Southfield Public school district website under the foodservice tab. The website is southfieldk12.org

Section 2: Wellness Committee Information

How often does your school wellness committee meet? 2x Annually

School Wellness Leader:

Name	Job Title	Email Address
Kimberly Tomrell Tyler Schmidt	Asst. General Manager Foodservice Communication Coordinator	Kimberly.Tomrell@sfellc.org Tyler.Schmidt@southfieldk12.org

School Wellness Committee Members:

Name	Job Title	Email Address
Jordan Groves	General Manager Foodservice	Jordan.Groves@sfellc.org
Cherri Dougherty	District Accountant	cherri.dougherty@southfieldk12.org
Shaquita Coltrane	District Athletic Director	shaquita.coltrane@southfieldk12.org
Devoria Simmons	District Culinary Arts Instructor	devoria.simmons@southfieldk12.org

Section 3. Comparison to Model School Wellness Policies

Indicate the model policy language used for comparison:

- ☒ Michigan State 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.

We are utilizing the template Given from MDE. Our Local Wellness Policy is based on the Michigan Department of Education (MDE) model wellness policy, which aligns closely with the USDA's final rule for Local School Wellness Policies under the Healthy, Hunger-Free Kids Act. The policy incorporates all required components, including nutrition promotion and education, standards and nutrition guidelines for all foods and beverages, food and beverage marketing, physical activity and physical education, and other school-based wellness activities. When compared to model wellness policies, our policy is consistent in scope and intent. It reflects similar goals for promoting healthy eating and physical activity among students and staff. Some areas have been customized to better reflect our district's specific programs and available resources, but the overall framework and expectations remain in alignment with the model policy.

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: Southfield Public School District (ALL SCHOOLS)

Date: 10-23-2025

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.	a) Provide teachers with list of non-food reward examples. b) Discuss changes at back-to-school staff training. c) Follow-up mid-year to discuss challenges and determine additional communication needed.	Before the beginning of next school year.	– Verbal check-ins with staff to ensure compliance. – Teacher survey at end of school year.	Principal	Teachers, staff, students	Yes
Nutrition Education be made available to parents/Guardians	1. Monthly Social Media Post about Nutrition education. Ie Harvest of the month, Healthy Habit etc. 2. Harvest of the month Education added to the Parent Newsletter monthly.	January 2026	1. Successful post on social media 2. Successful post on parent newsletter	Communications Coordinator and Foodservice Provider	Family, Staff, Students, Community	New Goal
Implementation of Farms to School Activities.	1. Will serve and promote Local product. 2. Will work at giving Each school a Farmers Market to sample various fresh Vegetables.	November 2025	1. Evidence of Local produce being utilized 2. Implement Farmers Market Schedule to be completed at a different school location monthly.	District Chef and Menu planner	Student and Staff	New Goal
Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives		Prior GOAL Objective 2022				

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?
Physical Activity/Movement Shall be integrated into Daily morning Routine	1. Provide Guidance to teachers on ways to incorporate an activity. Ex. Elementary-Morning stretch and move, jumping jacks Junior/High School-Seminar Dance in place Zumba	End of 2025/26 School Year	Successful implementation in a variety of Classrooms	Curriculum Director and School Principal	Staff and Students	New Goal
Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.		Prior Goal Objective 2022 Completed	Activity Enrichment was integrated when possible. Example Upper grades from 6-12 where given activity enrichment after lunch.	School Administration	Staff and Student	Yes

School-based activities to promote student wellness 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?
Student, Parents and Community members encourage to use School facilities for Wellness Activities	1. Coordinate Open Gym Hours with Athletic Director regarding the availability of outdoor activity Facilities. 2. Post on Website Availability of Facilities	January 2026	1. Successful communication 2. Increase use of Facility by students' staff and community.	Communication Coordinator Security	Student, Staff and community members	New Goal
Prior GOAL: The schools schedule mealtimes so there is minimum disruption by bus schedules, recess, and other special programs or events.	1. Meal Schedules need to be reviewed at each grade level.	Prior Goal Objective 2022/ Beginning of 2026/27	1. Children are given enough time to successfully finish a meal	Principal	Students, Staff	Continue Goal has not met expectation

Prior GOAL: The school shall provide attractive, clean environments in which the students eat.	1. Marketing Material needs to be update. 2. Update cafeteria Appearance with paint and artistic expression.	Prior Goal Objective 2022 Continue: 2026/27	1. Cafeteria appearances are upgraded.	Operations	Staff, Students, Operations	Continuation of prior goal
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Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks):

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?
1. Foods Made available by the district during school hours will be offered to promote a healthy choice	1. Compliance Officer will review school store items, vending, and ala Carte options for compliance with dietary guidelines, and ensure compliance through principal and staff education and guidance.	End of 2025/26	All schools are following smart snack standards in School stores and vending.	Compliance officer and Principal	Students, Staff	New goal
Prior GOAL Smart Snack implementation		Prior GOAL	Foodservice Follows USDA guideline for a Nutritious meal in Ala Carte snack store and Menus provided.			Completed

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

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?
Classroom Parties: Have families offer other options besides Sweets for birthday parties/Classroom Celebration etc.	1. Provide Families with alternative options for class parties/Birthday celebrations.	January 2026	Decrease in classroom parties with added sugars.	Communication Coordinator	Teachers Staff and students	New Goal

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

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?
As a district we want to provide consistent promotions of healthy food choices.	1. Eliminate non smart snack Marketing material in the district.	End of school year	Successful elimination of non-smart snack marketing material	Building principal	Staff, and Students	New goal
Prior GOAL: With regard to nutrition promotion, the District shall: encourage students to increase their consumption of healthful foods during the school day;		Prior Goal Objective 2022	Grant was awarded at specific Location's for FFVP at Elementary Level. The Menu offers a variety of Fruit and Vegetables			Completed