ST. MICHAEL - ALBERTVILLE SCHOOLS

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August 18, 2025

To: STMA School Board & School District, Staff, Parents, & Students
From: Glen Ritter - Director of Food Service and Wellness Coordinator
Re: Triennial Wellness Policy Assessment

STMA School Board and the Public:

This letter is intended to provide the public with useful information about the District's Wellness Policy as set out in District Policy 533, In 2025, the district completed its triennial wellness assessment, which involved a comprehensive review of our programs and curriculum that may impact student and staff wellness and included the solicitation of feedback from stakeholders throughout the school district.

WELLNESS POLICY ADOPTION TIMELINE

Policy 533 was initially adopted in 2005, but has been significantly revised to include updated legal requirements under state and federal law. The policy has been vetted and reviewed by the district's policy review committee in 2018, 2022, and again in 2025. School districts that participate in the National School Lunch and School Breakfast Programs are required by the Healthy, Hunger-Free Kids Act of 2010 to adopt a policy incorporating certain specified guidelines as set out in the Policy.

WELLNESS COORDINATOR ASSIGNED

The Wellness Policy requires the superintendent to appoint a wellness coordinator for the purpose of monitoring ongoing compliance with the policy's requirements. The superintendent has designated Glen Ritter, Food Service Director, as the district's Wellness Coordinator.

ANNUAL REPORT

The Wellness Coordinator directed this year's assessment, and the process/results are identified below. The final report demonstrates compliance with applicable law and incorporates input and perspectives from external and internal stakeholders.

Moving forward, the District will have additional discussions on how to effectively increase overall stakeholder awareness of the policy while continuing to work towards developing additional metrics for the next triennial assessment, which is scheduled for the 2027-28 school year.

POLICY AND PRESENTATION ACCESS

You can access the Wellness Policy (Policy No. 533) on the District's website at 533 Wellness (last visited August 11, 2025). This tab is available under District/ School Board/ Policies. You can also access a copy of this report and the most recent triennial assessment in the policy section of the district website.

PUBLIC INPUT WELCOME

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An important component of the Wellness Policy is public and stakeholder input. If you have any comments, ideas, or questions about the District's Wellness Policy, please do not hesitate to contact the school district by email or phone at the number listed below.

WELLNESS COORDINATOR CONTACT INFORMATION

Glen Ritter
Food Service Director
STMA Wellness Coordinator
11343 50th Street NE, Albertville, MN 55301
Phone: 763-497-6537
Fax: 763-497-6588
Email: glenr@mystma.org

2025 Triennial Assessment: Local Wellness Policy Provided Below

Section 1: General Information

The following STMA Schools were included in the assessment:

- Albertville Primary,
- Fieldstone Elementary,
- St. Michael Elementary,
- Big Woods Elementary,
- Middle School East,
- Middle School West,
- High School, and
- Knight's Academy

Month and year of current assessment: 07/2025

Date of last Local Wellness Policy revision: 08/18/2025

Website address for the wellness policy and/or information on how the public can access a copy: 533 Wellness

In 2025, the district followed a robust and comprehensive process, which included reviewing information from multiple buildings, soliciting survey input from a cross-section of stakeholders, and utilizing data from across the district to determine the status of district alignment with the expectations set out in Policies 533, 534, and 536.

Section 2: Wellness Committee Information

Designated School Wellness Leaders

- Glen Ritter, Food Service Director

- Sherry Hanson, Food Service Specialist
- School Wellness Committee Members (met 2x in 2025)
    a. Andrew Merfeld- Principal of Middle School West
    b. Doug Birk - Executive Director of Administrative Services
    c. Matthew Venaas - QComp Instructional Coach (HS)
    d. Adrienne Lewis- High School Student
    e. Carman Russell - Kitchen Manager (Albertville Primary)
    f. Julie Cary - 2nd Cook (Fieldstone Elementary)
    g. Tami Schooler - Big Woods Parent
    h. Andrea Mischke- School Nurse
    i. Lisa Becker- Kids Play Coordinator

Section 3: Comparison to Model School Wellness Policies

We modeled the MDE Local Wellness Policy: triennial assessment template. The district's policy is in concert with federal and state guidelines, has been reviewed by legal counsel, and closely mirrors the recommended policy suggested by the Minnesota School Board Association (MSBA). A version of this policy has been adopted by all Minnesota school districts.

Section 4: Compliance with the Wellness Policy and Progress towards Goals

The Wellness Policy was also evaluated with the wellsat.org scorecard system, which is the national standard for assessing school district wellness policies. The STMA Wellness policy scored 100 on the Total Comprehensiveness scale. The WellSAT Policy Assessment evaluates school district Wellness Policies for both Comprehensiveness and Strength of the practices around wellness in the district. All areas of the assessment are mentioned within the Wellness Policy, with the majority scoring high in the overall strength of the policy.

Overall, the assessment showed that the District Wellness Policy meets every metric used for evaluating school wellness policies.

In response to input from the review process and stakeholder survey, the district amended its policies as appropriate at its regular board meeting on August 18, 2025.

Recommendations

- The Wellness Committee should meet more frequently in between triennial assessments in order to stay current with any new changes in the school environment and have a targeted feedback loop that the district can identify new issues as they emerge. This group should meet 1-2 times per school year and would be facilitated by the Wellness Coordinator. In these meetings, the group will aim to:

    1) Discuss the Wellness environment in each school compared to the Wellness Policy;
    2) Seek input from the entire school community for feedback on potential improvements to the wellness environment within the District;

3) Create new processes to encourage community members to share ideas for wellness initiatives

- The Wellness Coordinator will lead an ongoing effort to help inform district stakeholders, including administrators, teachers, parents, and students about the key informational components and requirements of the wellness policies with an emphasis on how to access helpful information and resources for help.