

**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](https://www.michigan.gov/mde/0,4615,7-140-66254_50144-194546--,00.html)

## Section 1: General Information

School(s) included in the assessment:

North Branch Elementary, Ruth Fox Middle School, North Branch High School, Quest High School

Month and year of current assessment:

March 2026

Date of last Local Wellness Policy revision:

Spring 20250

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

<https://www.nbbrncos.net/departments/food-service/nbas-local-wellness-policy>

## Section 2: Wellness Committee Information

How often does your school wellness committee meet? Minimum of two times per year

School Wellness Leader:

Name	Job Title	Email Address
Kierstyn Cooper	Food Service Supervisor	kcooper@nbbrncos.net

School Wellness Committee Members:

Name	Job Title	Email Address
Jim Fish	Superintendent	jfish@nbbrncos.net
Amber White	Director of Curriculum	awhite@nbbrncos.net
Nikolas Hopp	Assistant Principal, North Branch Elementary	nhopp@nbbrncos.net
William Barkowska	PE/Health Teacher, Ruth Fox Middle School	wbarkowska@nbbrncos.net
Patricia Laur	District School Nurse	plaur@nbbrncos.net
Jason Cullin	Community Member	jason@nbwesleyan.org
Dawn Deshetsy	Parent	dawndeshetsy@gmail.com
Katie Green	Parent	pkgreen4765@yahoo.com
Morgan Lucas	Parent	morganwoody7@gmail.com

### Section 3. Comparison to Model School Wellness Policies

Indicate the model policy language used for comparison:

- Michigan State Board 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.

The North Branch Area Schools Local Wellness Policy mirrors the contents of the Michigan State Board of Education Model. We have included goals, action steps, timeline and lead person on the same areas highlighted in the Michigan State Board Education Model Local School Wellness Policy: Nutrition Promotion, Nutrition Education, Physical Activity, Other School-Based Wellness Activities, Standards and Nutrition Guidelines, and Policies Allowing Marketing or Advertising of Foods and Beverages that Meet the Smart Snacks in School Nutrition Standards.

The North Branch Area Schools Local Wellness Committee also reviewed and discussed the sample wellness goals in the Michigan Department of Education example as a way to fine tune the goals we had outlined.

## 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: Applicable to all North Branch Area Schools

Date: March 2026

### Nutrition Promotion and Education Goal(s):

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Example: Food and beverages will not be used as a reward for students.	<ul style="list-style-type: none"> <li>a) Provide teachers with list of non-food reward examples.</li> <li>b) Discuss changes at back-to-school staff training.</li> <li>c) Follow-up mid-year to discuss challenges and determine additional communication needed.</li> </ul>	Before the beginning of next school year.	<ul style="list-style-type: none"> <li>– Verbal check-ins with staff to ensure compliance.</li> <li>– Teacher survey at end of school year.</li> </ul>	Principal	Teachers, staff, students	Yes
All Schools will engage in nutrition & physical activity promotion as well as other activities that promote student wellness	Disseminate “Nutrition Tidbits” to parents through building communications	Beginning of 2026-29 school years	Evidence of “Tidbits” in building family newsletters/communications and Family Access communications	Food Service Supervisor, Building Principals	Leadership, Parents, Staff, Students	Ongoing
Students will receive quality nutrition education that helps them develop lifelong healthy eating behaviors	NBE students will receive supplemental health lessons during specials; health education classes will continue at RFMS and NBHS during health/PE	Spring 2026-29	Documentation of health lessons presented	Curriculum Director	Students, Health/PE Teachers, Building Leadership	Ongoing

Physical Activity Goal(s):

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
BK-8th Grade students may participate in Before-School Walking Club; NBE students may participate in fall After-School Running Club	<ul style="list-style-type: none"> <li>- Communication and information to BK-8 families about the Before-School Walking Club</li> <li>- Supervision for Walking Clubs</li> <li>- Communication to NBE students &amp; families on After-School Running Club</li> </ul>	Spring 2026-29	Walking Club daily check-ins by building administrators; Elementary Running Club - number of students signed up to actively participate	Building Principals	Students, Building Administrators	Ongoing

School-based activities to promote student wellness goal(s):

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Promote importance of eating a nutritious breakfast	All buildings will have “Grab & Go” advertise availability of universal breakfast option, promote National Breakfast Week	Spring 2026-2029	Monitor number of Grab & Go Breakfasts & alt. breakfast times, evidence of advertising universal breakfast & National Breakfast Week	Food Service Supervisor, building principals support	Students	Ongoing for monitoring Grab & Go; National Breakfast Week each March (2026 completed)

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks):

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Ensure competitive foods & beverages outside school meals meet the USDA Smart Snacks in School nutrition standards	Policy & Compliant Competitive Food Sale Tracking Tool will be reviewed at Leadership Meeting	Spring 2026-29	Evidence in administrative meeting notes, responsibilities list and completion of tracking tool	Food Service Supervisor, Curriculum Director, Principals	Food Service Supervisor, Curriculum Director, Principals	Yes

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

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
All buildings will meet nutrition guidelines for all foods & beverages made available during the school day	NB Leadership Team will use Exempt Food Fundraiser Tracking Tool & the Compliant Competitive Food Sale Tracking Tool (add to Admin. Responsibilities list & revisit quarterly at Leadership Meetings)	Spring 2026-29	Evidence in administrative meeting notes, responsibilities list and completion of tracking tools	Food Service Supervisor, Curriculum Director, Principals	Staff	Yes

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

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Ensure competitive foods & beverages advertised outside school meals meet the USDA Smart Snacks in School nutrition standards	Policy & Compliant Competitive Food Sale Tracking Tool will be reviewed at Leadership Meeting	Spring 2026-29	Evidence in administrative meeting notes, responsibilities list and completion of tracking tool	Food Service Supervisor, Curriculum Director, Principals	Food Service Supervisor, Curriculum Director, Principals	Yes