

**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:

Discovery Elementary, Explorer Elementary, Williamston Middle School, Williamston High School

Month and year of current assessment:

June, 2026

Date of last Local Wellness Policy revision:

April 9, 2026

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

The wellness policy can be found at: www.gowcs.net

Required documentation will be maintained at:

Williamston Community Schools Administrative Office
418 Highland Street
Williamston, MI 48895
(517) 655-4361

Section 2: Wellness Committee Information

How often does your school wellness committee meet?

The wellness committee meets three times a year on the year the Triennial Assessment is due. The committee meets once a year on years that the Triennial Assessment is not due to monitor progress on goals.

School Wellness Leader:

Name	Job Title	Email Address
Mrs. Wendy Gladhill	WCS Assistant Director of Food Services	gladhiwe@gowcs.net
Mrs. Cassie Pfander	Discovery Elementary Principal	pfandec@gowcs.net

School Wellness Committee Members:

Name	Job Title	Email Address
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Adam Spina	WCS Superintendent	spinaa@gowcs.net
Paige Paulsen	WCS Athletic Director	paulsep@gowcs.net
Amanda Gailitis	WCS District Nurse	gailita@gowcs.net
Jordan Williams	Discovery Elementary Fit for Life Teacher	williaj@gowcs.net
Peter Cool	Middle School PE and Health Teacher	coolp@gowcs.net
Sarah Belanger	School Board Member	wcsboard@gowcs.net
Heather Lewis	District Mental Health Specialist	lewish@gowcs.net

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 Michigan Department of Education provides a wellness policy checklist and a model wellness policy. Williamston Community Schools has a wellness policy that reflects the model provided by the MDE and includes items from the checklist.

Policy Document:

WCS has a wellness policy on the district webpage and is kept on file in the business office. The policy is updated as appropriate or based on the outcomes of the triennial assessment.

Wellness Committee:

The WCS wellness committee has two identified leaders to ensure that each school complies with the policy and oversees the policy work. The WCS Wellness Committee meets regularly to monitor, evaluate, and implement district health and wellness initiatives based on the Triennial Assessment results.

Policy Content:

WCS wellness policy and goals include SMART goals for nutrition promotion, education, and physical activity. Policy goals also include school-based activities that promote student wellness. Last, goals include guidelines for all foods and beverages sold on campus during the school day consistent with Federal regulations for Smart Snacks.

Policy Content Continued:

WCS wellness policy and goals include guidelines for food available at school but not sold (parties or snacks brought by parents) and only allow marketing of foods that meet the Smart Snack nutrition standards.

Public Updates:

Updates to wellness policy and goals are updated regularly and located on the district website and on file.

Triennial Assessment:

WCS assesses wellness policy and goals every three years, including compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in the goals. The triennial assessment is kept on file.

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: Williamston Community Schools

Date: June 2026

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 a 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 shall be included in the Health curriculum so that instruction is sequential, standards-based, and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives	a) Nutrition education provided in curriculum at Middle School and High School. b) Nutrition covered in Fit For Life at the elementary campus.	2022 - 2023 School Year	Department meetings Curriculum review and adoption process.	Health teachers, curriculum director, PE teachers	Teachers, staff, students	Ongoing
Encourage students to increase their consumption of healthful foods during the school day.	a) Nutrition education provided in curriculum at Middle School and High School. b) Nutrition covered in Fit For Life at the elementary campus. c) Posters displayed in the cafeteria.	2022 - 2023 School Year	Department meetings Curriculum review and adoption process.	Food service director and food service staff	Teachers, staff, students, food service director	Ongoing

	d) Staff will encourage students to pick healthy foods when making selections.					
The school shall provide attractive, clean environments in which the students eat.	a) Consistent cleaning practices and routines in the cafeteria and eating space.	2022-2023 School Year	Review of food service cleaning routines.	Food service director and staff	Students, food service staff	Ongoing
Students are permitted to have water in the classroom.	a) Continue ongoing practice and reevaluate. b) Communicate/ remind all staff of the goal.	On going practice in all buildings	Observations	Building principal	Teachers, staff, students	Ongoing
Schools in our system utilize electronic identification and payment systems, therefore, eliminating any stigma or identification of students eligible to receive free and/or reduced meals.	a) Parents are able to deposit money electronically through the district website.	2022-2023	Electronic payment system is easily accessible on the district website and use is encouraged by parents. Communicate the online system with families at the start of each school year.	Food service director	Food service staff	Ongoing
Students are discouraged from sharing their foods or beverages with one another during meal times, given concerns about allergies and other restrictions on some students' diets.	a) Communicate goals with food service staff. b) Discuss with food service staff ways to enforce this goal.	2022-2023 School Year	Observations	Food service director	Food service staff	Ongoing
Create an environment that reinforces the development of healthy eating habits, including offering the following healthy foods that comply with the USDA Dietary Guidelines for	a) Staff provides the required healthy options for all of our students daily. b) All USDA Standards have been met for fresh and healthy food options. c) Whole grain items have	2022-2023 school year and beyond	Standards are measured by the USDA guidelines set up for school food service.	Food service director	Food service staff and nutrition director	Ongoing

Americans and the USDA Smart Snacks in School nutrition standards: a. A variety of fresh produce to include those prepared without added fats, sugars, refined sugars, and sodium b. A variety of vegetables daily to include specific subgroups as defined by dark green, red/orange, legumes, and starchy c. Whole grain products - half of all grains need to be whole grain-rich upon initial implementation and all grains must be whole grain-rich within two (2) years of implementation d. Fluid milk that is fat-free (unflavored and flavored) and low-fat (unflavored) e. Meals designed to meet specific calorie ranges for age/grade groups	been implemented into the school's food options, and all our providers have complied with the new standards thru GFS. d) 2 milk options are provided. e) Meals for each of the school levels have been designed to meet all of the USDA requirements per the age groups, and we provide additional options for the consumption of our students to have alternative items that they find more appealing for their taste and help with healthy options for our students in sports.					
Enhance the elementary campus dining experience with a projector for soft	a.)coordinate funding with PTSA and building b.) Purchase items c.) Work with the	December of 2025 through August of 2025	Completion of project and staff training on use.	District mental health specialist and building	Students and lunchroom staff	Ongoing

music, calming screen, and grade level rewards.	technology department for installation.			principal		
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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?
Calm corners/ we care baskets in all elementary classrooms	a) Staff trained in use of calm corners/ we care baskets as a strategy to support student emotional regulation. b) Staff provided supplies for calm corners/ baskets. c) What Works in Schools funding replaced items for calm corners/ baskets.	2022-2023 School Year	Student use Teacher feedback	District mental health specialist	Classroom teachers and staff	Ongoing
Zones of regulation taught to elementary students	a) Zones of regulation taught in elementary classrooms through the support of the district mental health specialist b) Zones of regulation posters provided for all classrooms to support students in identifying emotions	2022-2023 School Year	Student use Teacher feedback	District mental health specialist and classroom teacher	District mental health specialist, classroom teacher, and students	Ongoing
Improvement to the Williamston High School outside courtyard "Willy Wellness CourtYard"	a) Plant a tree in courtyard b) Additional seating added c) Sculpture garden added d) Clean up area to create a more calm and relaxing environment e) Improve walkability and walking paths.	2022-2023 School Year	Student use Student feedback	District mental health specialist/ building principal	District mental health specialist and high school students	Ongoing
Wellness AOT at the middle school	a) Meet weekly (every Thursday) in small group environment b) Focus on wellness and health c) Focus on identifying and regulating emotions	2022-2023 School Year	Student feedback Teacher feedback Observations	District mental health specialist	District mental health specialist and middle school students	Ongoing

Trails curriculum utilized at Middle and High School	a.) Videos provided to all teachers b.) Taught in person at the middle school	2024-2025 School Year	Student and teacher feedback	Counselors and district mental health specialist	Middle school and high school staff and students	Ongoing
Utilize Michigan Model on the elementary campus	a.) Investigate what is being used in Fit for Life. b.) Explore health/ safety curriculum	2026-2027 School Year	Data Collection and teacher feedback	PE teachers and curriculum director	PE teachers and students	No
Incorporate wellness into the MiFamily Engagement plan at Discovery Elementary	a) District mental health specialist at kindergarten round up event in May 2026 b) SEL/ Wellness learning opportunities for families engagement night in the fall/ spring	May 2025 2026-2027 School Year	Parent feedback via survey	Building principal	Discovery students and parents	No
Asthma Education Program	a) Open Airways for Schools lesson provided at the elementary and middle school each school year. b) Coordinate refresher lessons for program graduates.	2025-2026 School Year	Pre/Post Test Student attendance tracking	District Nurse	Elementary and middle school students and families	Ongoing
Hands only CPR and AED Training	a) Offer hands only CPR during SEL AOT at the high school. b) Provide hands only CPR training to all students in 6-8 grade. c) Incorporate hands-only CPR training to high school health curriculum.	2024-2025 and 2025-2026 School Year	Pre/Post Test Hands on skills assessment	District Nurse Student Health Assistant Middle School health teacher	Middle school and high school students and district staff	Ongoing
Calmroom implemented at Discovery Elementary, Explorer Elementary, Williamston Middle School, and Williamston High School	a.) Identify area for calmroom b.) Identify items for the calmroom and funding sources c.) Provide staff with guidelines for student use	2024-2025 School Year 2025-2026 School Year	Teacher and student feedback	Building principal and district mental health specialist	Elementary, middle school, and high school staff and students	Ongoing

Willy Wellness Days at High School	a.) Provide wellness activities and down time for students b.) Offer variety of choices c.) Planned every other month d.) Field day at end of the year	2025-2026 School Year	Teacher and student feedback via google forms	District mental health specialist	High School staff and students	Ongoing
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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?
A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the standards and benchmarks established by the State.	a) Physical education provided in curriculum at Middle School and High School. b) Physical education provided in Fit For Life at the elementary campus.	2022-2023 School Year	Department meetings Curriculum review and adoption process	Curriculum director, PE teachers, Fit for life teachers	Teachers, staff, students	Ongoing
Planned instruction in physical education shall teach cooperation, fair play, and responsible participation.	a) Physical education provided in curriculum at Middle School and High School includes cooperation, fair play, and participation. . b) Physical education provided in Fit For Life at the elementary campus includes cooperation, fair play, and participation..	2022-2023 School Year	Department meetings Curriculum review and adoption process	Curriculum director, PE teachers, Fit for life teachers	PE teachers, fit for life teachers, students	Ongoing
Physical activity and movement shall be integrated, when possible,	a) Elementary buildings will include a daily schedule with a minimum of 2 recess opportunities. b) Movement breaks will be offered and encouraged throughout the	2022-2023 School Year	Master schedule Daily classroom schedules	Building principal	Teachers, students, and building principal	Ongoing

across the curriculum and throughout the school day.	day.					
All students in grades K - 5 shall be provided with a daily recess period at least twenty (20) minutes in duration	a) Elementary buildings will include a daily schedule with a minimum of two recess opportunities.	2022-2023 School Year	Master schedule Daily classroom schedules	Building principal	Teachers, students, and building principal	Ongoing
The school shall provide information to families to encourage and assist them in their efforts to incorporate physical activity into their children's daily lives	a) Kids Heart Challenge participation for elementary students. b) Regular communication about ways students are physically active at school, Fit for Life or PE curriculum, and how to encourage activity at home. c) Introduce health, wellness, and exercise through school events (example: open house and ice cream social) d) Walk to school event implemented to Elementary Campus e) Implement Exercise Snacks through U of M IMPACT at Home and IMPACT at School.	2023-2024 School Year	Communication shared with families from building or PE/health teachers two times a year. Offer health, wellness, or physical activity learning opportunities at a minimum of one school sponsored event.	Mental health specialist and building principals	Mental health specialist, PE teachers, classroom teachers, students.	Ongoing

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?
Eliminate trans-fat from school meals	a) All trans-fats have been eliminated from menu items	2022-2023 school year	Items list from GFS and nutrislice software	Food service director	Students and staff	Ongoing

Require students to select a fruit or vegetable as part of a complete reimbursable meal	a) All students are required to choose a fruit or vegetable for all reimbursable qualified meals. Staff provides multiple options daily for students to choose from.	2022-2023 school year	Observation	Food service director	Students and staff	Ongoing
Offer fresh salad option at each building	Be sure every building includes entree salads for each day. Entree salads may be made at another location and transported to make sure that each student has access to a healthy salad.	2026-2027 school year	Food service director audit	Food service director	Students	No
Increase fresh food options at breakfast and lunch	a) Increase fresh food options at all school buildings to include salads and fresh made sandwiches and subs. b) Breakfast to include hot entree items, not just grab and go type packaged items	2026-2027 School Year	Food service director audit	Food service director	Students	No
Follow new food dye and added sugar requirements	a) Follow new guidance regarding reductions in food dyes. b) Follow regulations reducing added sugar limits to only 10% of total calories beginning July 2027	2026-2027 School Year	GFS item list	Food service director	Students	No

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?
Lansing Food Bank	a) Lansing Food Bank donates biweekly bags of food to students. b) Buildings communicate information about the program with families at the start of each year and inform families on how to sign up.	2025-2026 School Year	Consistent distribution of food bags. Monitor for students in need of support that were not signed up.	Elementary office staff	Principal, elementary office staff, students	Ongoing

Extra Snacks in the office	a) Lansing Food Bank and local businesses donate snack to the elementary campus for any student in need of a snack	2025-2026 School Year	Consistent distribution of snacks. Monitor for students in need of support that were not signed up.	Elementary office staff	Office staff and students	Ongoing
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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?
Nutrition education posters will be displayed in the cafeteria.	a) New updated posters have been ordered and installed at all locations. High school, Middle school and elementary school	2022-2023 school year	New poster installed in May 2023	Food service director	Food service director	Ongoing

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?
Calm corners/ we care baskets in all elementary classrooms	a) Staff trained in use of calm corners/ we care baskets as a strategy to support student emotional regulation. b) Staff provided supplies for calm corners/ baskets	2022-2023 School Year	- Student use - Teacher feedback	District mental health specialist	Classroom teachers and staff	Yes
Zones of regulation taught to elementary students	a) Zones of regulation taught in elementary classrooms through the support of the district mental health specialist b) Zones of regulation posters provided for all classrooms to support students in identifying emotions	2022-2023 School Year	- Student use - Teacher feedback	District mental health specialist and classroom teacher	District mental health specialist, classroom teacher, and students	Yes
Improvements to the Williamston High School outside courtyard "Willy Wellness CourtYard"	a) Plant tree in courtyard b) Purchase alternative seating for working and eating outside c) Cleaned up area to create a more calm and relaxing environment	2022-2023 School Year	- Student use - Student feedback	District mental health specialist/ building principal	District mental health specialist and high school students	Yes
Wellness AOT at the middle school	a) Meet weekly (every Thursday) in small group environment b) Focus on wellness and health c) Focus on identifying and regulating emotions	2022-2023 School Year	- Student feedback - Teacher feedback - Observations	District mental health specialist	District mental health specialist and middle school students	Yes

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?
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A sequential and comprehensive physical education program shall be provided for students in K-12 in accordance with the standards and benchmarks established by the State.	a) Physical education provided in curriculum at Middle School and High School. b) Physical education provided in Fit For Life at the elementary campus.	2022-2023 School Year	- Department meetings - Curriculum review and adoption process	Curriculum director, PE teachers, Fit for life teachers	Teachers, staff, students	Yes
Planned instruction in physical education shall teach cooperation, fair play, and responsible participation.	a) Physical education provided in curriculum at Middle School and High School includes cooperation, fair play, and participation. . b) Physical education provided in Fit For Life at the elementary campus includes cooperation, fair play, and participation..	2022-2023 School Year	- Department meetings - Curriculum review and adoption process	Curriculum director, PE teachers, Fit for life teachers	PE teachers, fit for life teachers, students	Yes
Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.	a) Elementary buildings will include a daily schedule with a minimum of 2 recess opportunities. b) Movement breaks will be offered and encouraged throughout the day.	2022-2023 School Year	- Master schedule - Daily classroom schedules	Building principal	Teachers, students, and building principal	Yes

All students in grades K - 5 shall be provided with a daily recess period at least twenty (20) minutes in duration	a) Elementary buildings will include a daily schedule with a minimum of two recess opportunities.	2022-2023 School Year	- Master schedule - Daily classroom schedules	Building principal	Teachers, students, and building principal	Yes
The school shall provide information to families to encourage and assist them in their efforts to incorporate physical activity into their children's daily lives	a) Jump rope for heart participation for elementary students. b) Regular communication about ways students are physically active at school, Fit for Life or PE curriculum, and how to encourage activity at home. c) Introduce health, wellness, and exercise through school events (example: open house and ice cream social)	2023-2024 School Year	- Communication shared with families from building or PE/ health teachers two times a year. - Offer health, wellness, or physical activity learning opportunities at a minimum of one school sponsored event.	Mental health specialist and building principals	Mental health specialist, PE teachers, classroom teachers, students.	No

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?
Eliminate trans-fat from school meals	a) All trans-fats have been eliminated from menu items	2022-2023 school year	- Items list from GFS and nutrislice software	James Davis	Students and staff	Yes
Require students to select a fruit or vegetable as part of a complete reimbursable meal	a) All students are required to choose a fruit or vegetable for all reimbursable qualified meals. Staff provides multiple options daily for students to choose from.	2022-2023 school year	- All food service staff	James Davis	Students and staff	Yes

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?
Weekend Survival Kits	a) Weekend Survival Kits donates biweekly bags of food to students. b) Buildings communicate information about the program with families at the start of each year and inform families on how to sign up.	2022-2023	- Consistent distribution of food bags. - Monitor for students in need of support that were not signed up.	Elementary office staff	Principal, elementary office staff, Students	Yes
Extra Snacks in the Office	a) School Nurse has snacks available/ arranges snacks for all students with medical needs or dietary restrictions. b) Weekend Survival Kits donates snack to the elementary campus for any student in need of a	2022-2023 school year	- Consistent distribution of food bags. - Monitor for students in need of support that were not signed up.	District nurse/ elementary office staff	District nurse, office staff, students	Yes

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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?
Nutrition education posters will be displayed in the cafeteria.	a) New updated posters have been ordered and installed at all locations. High school, Middle school and elementary school	2022-2023 school year	- new poster installed in May 2023	James Davis	Food service director	Yes