Local Wellness Policy: Triennial Assessment

Background

A local school wellness policy is a written document that guides a local education agency's (LEA) or school district's efforts to establish a school environment that promotes students' health, well-being and ability to learn. The wellness policy requirement was strengthened by the Healthy, Hunger-Free Kids (HHKA) Act of 2010. An assessment of the school wellness policy must be conducted a minimum of once every three years; however, LEAs may assess the policy more frequently.

Triennial Recordkeeping

This assessment resource is offered as a way to summarize the information gathered during the assessment. It contains the three required components:

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

LEAs can document the assessment in other formats as long as the three required components are included. Keep a copy of the most recent triennial assessment, school building progress reports and additional supporting documentation on file. These will be needed during a School Nutrition Program administrative review.

Public Updates

HHKA requires that LEAs make the following available to the public on an annual basis:

- The wellness policy, including any updates
- Position title of the designated school official(s) who lead the local wellness committee
- Information on how the public can get involved with the local wellness committee
- The Triennial assessment also needs to be made available to the public every 3 years

Resources

- Iowa Sample Wellness Policy: Developed by Iowa Association of School Boards and Iowa Department of Education, can be utilized as a guide when updating policies.
- Healthy Choices Count 5-2-1-0!: Iowa Healthiest State Initiative has a registration process for schools that includes a questionnaire of current policies and practices. The questionnaire can be used as a tool to review and update the policy

Section 1: General Information and Wellness Committee

LEA (Local Education Agency) name	Cedar Rapids Community School District
Date Triennial Assessment was completed	May 2026
Date of last wellness policy review	November 2023
How often does the school wellness committee meet? Date of last meeting?	Biannually. May 2026
Were the required annual public notifications completed this year?	Yes

Designated School Wellness Leader–LEAs must designate at least one school official responsible for determining the extent to which each school under their jurisdiction follows the wellness policy.

Name:	Jennifer Hook
Job Title:	Food & Nutrition Dept Manager
Email:	jhook@crschools.us

School Wellness Committee Members–schools must permit involvement from parents, students, school food service, teachers of physical education, school health professionals, school board members, school administrators and general public

Name	Job Title/Volunteer	Email
Jennifer Hook	FN Dept Manager	jhook@crschools.us
Amanda Foreman	FN Supervisor/Dietitian	aforeman@crschools.us
Lizzie Adams	Health Services Coordinator	eadams@crschools.us
Krystle Braumann	Accounting Manager	kbraumann@crschools.us

Section 2: Compliance with the Wellness Policy

At a minimum, local wellness policies are required to include:

☒Specific goals for nutrition promotion and education

☒Specific goals for physical activity

☒Specific goals for other school-based activities that promote student wellness

☒Standards and nutrition guidelines for all foods and beverages sold to students before, during and 30 minutes after the school day

☒Standards for all foods and beverages provided, but not sold, to students during the school day (classroom parties, classroom snacks brought by parents, incentives, etc.)

☒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.

Another form of documentation for Section 2 is the School Wellness Policy Checklist.

Section 3: Comparison to Model School Wellness Policies

The Alliance for a Healthier Generation Model Policy is to be used as a best practice guide. Compare local wellness policy language with the model policy and identify areas where the language is comparable to the model policy and potential areas that can be strengthened.

Optional Resource: WellSAT 3.0, Online quantitative tool that determines where revisions are needed to strengthen the language in school wellness policies and provides sample language.

Areas with Similar Language	Potential Areas to Strengthen Language
Our District's Wellness Policy promotes positive environments and opportunities for all students to practice healthy eating and physical activity throughout the school day. The District recognizes that good nutrition and physical activity before, during, and after the school day are strongly correlated with student health, academic success, and overall quality of life. The policy establishes specific goals for nutrition education and promotion, physical activity, student wellness, public awareness, leadership, and other school-based activities, along with clearly defined nutritional standards to be met during the school day. The Wellness Policy Council will continue to plan, monitor, and evaluate wellness initiatives, while the Wellness Policy Leadership Team will annually assess and document compliance and progress toward established goals at the school building level. The Wellness Policy Leadership Team will also review the District's Wellness Policy every three years.	The District's current Wellness Policy could be strengthened by incorporating more specific language regarding the ongoing evaluation of school wellness initiatives and the use of evidence-based practices. Opportunities for improvement include establishing an annual review of programs and activities implemented at the school level to identify opportunities for integration into the District's curriculum and existing initiatives. Additionally, the District could strengthen its policy by identifying and implementing evidence-based strategies to establish measurable goals for nutrition promotion and education, physical activity, and other school-based activities that support student wellness.

Section 4: Progress Towards Goals

Evaluate your compliance and progress towards each of your goals using a method of your choosing. The School Wellness Policy Progress Report is one example that can be used.

USDA Nondiscrimination Statement (Revised 2-15-23)

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:
   U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or
2. fax:
   (833) 256-1665 or (202) 690-7442; or
3. email:
   Program.Intake@usda.gov

This institution is an equal opportunity provider.

Iowa Nondiscrimination Statement (7-1-25)

It is the policy of this CNP provider not to discriminate on the basis of race, creed, color, sex, sexual orientation, national origin, disability, age, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7, and 216.9. If you have questions or grievances related to compliance with this policy by this CNP Provider, please contact the Iowa Civil Rights Commission, Grimes State Office Building, 400 E 14th St, Des Moines, IA 50319-1004; phone number 515-281-4121 or 800-457-4416; website: https://icrc.iowa.gov/.