Local Wellness Policy: Triennial Assessment Template

Background Information

An assessment of your school wellness policy must be conducted a minimum of once every three years; however, Local Educational Agencies (LEAs) may assess their policy more frequently if they wish. The results of the assessment must be made available to the public.

Purpose

The template below is offered as a way to summarize the information gathered during your assessment. Members of a school wellness committee who are completing their 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 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 (e.g. WellSAT 3.0 report) 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.

Local Wellness Policy: Triennial Assessment Summary

Section 1: General Information

School(s) included in the assessment:

Hawley School District

Month and year of current assessment: October 2026

Date of last Local Wellness Policy revision: 2017 - currently looking at changes

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

https://resources.finalsite.net/images/v1700671186/hawleyk12mnus/ifrktcxnwgl2j7jvtzns/533Mar17.pdf

Section 2: Wellness Committee Information

How many times per year does your school wellness committee meet? 3

Designated School Wellness Leader

Name	Job Title	Email Address
Chris Ellingson	Elementary Principal	cellingson@hawley.k12.mn.us/

School Wellness Committee Members

Name	Job Title	Email Address
Alex Sandahl/Kelly Anderson	Middle and High School Principals	asandahl@hawley.k12.mn.us/kanderson@hawley.k12.mn.us
Katelyn Zacher	Communications and Marketing	kzacher@hawley.k12.mn.us
Perry Burnside	Food Service	PBurnside@hawley.k12.mn.us
Addie Harms	Nurse	aharms@hawley.k12.mn.us
Shannon Oldson	FACS Teacher	smolson@hawley.k12.mn.us
Lily King	Student	29lking@hawley.k12.mn.us
Sonja Balken	Speech Pathologist	sbalken@hawley.k12.mn.us

Section 3. Comparison to Model School Wellness Policies

Complete the WellSAT3.0 assessment tool and keep a copy of the results on file for at least three full school years plus the current year, as it will be reviewed during the next administrative review of your school nutrition program.

Indicate model policy language used for comparison:

- ☐ Alliance for a Healthier Generation: Model Policy
- ☒ WellSAT 3.0 example policy language
- ☐ Other (please specify):_____

Describe how your wellness policy compares to model wellness policies.

WellSAT 3.0 Score for Henning Schools- Comprehensiveness: 88 Strength:65
The WellSAT is a quantitative assessment tool to help score and improve a local School Wellness Policy. It has been used by school districts from every state and is housed at the Rudd Institute at the University of Connecticut. All WellSAT items reflect the federal law or best practices. The purpose of scoring a district policy is to identify where it is strong and where it could be improved. The Rudd Institute tested this tool in 2023 in a sample from 34 states and the average comprehensiveness score was 59.3 and the average strength score was 21.4.

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 tables below, indicate the language that is currently written in the district local wellness policy in relation to each topic area. Next, assess and discuss whether the district is meeting the goal, partially meeting the goal, or not meeting the goal. Finally, indicate the progress made for each goal and next steps that have been identified.

Nutrition Promotion and Education Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
Section II.B. Provided as part of a standards-based comprehensive program designed to provide students and families with knowledge and skills that facilitate healthy behaviors and ability to learn. G. Promotes physical activity and healthy food/beverages.	X			

Physical Activity Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
V.A. Physical Education is standards based, sequential and recognized as essential to school day; V.B. Physical Activity is integrated throughout the school day; V.C. Daily physical activity opportunities are offered before and after school.	X			Added high school PE electives. Goal to open Middle School fitness room before and after school, High School is open. Adding 7-8 grade recess.

School-based activities to promote student wellness goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
III.Q. May seek student feedback about menu items through taste testing, surveys. V.B.2c. Short PA breaks offered between lessons and classes; V.C.1. Daily PA programs before and after school; V.C.4. safe bicycling and walking to and from school is encouraged.	X			Applying for a Safe Routes to School infrastructure grant for sidewalks.

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
III. School meals are affordable, nutritious and appealing, meeting or exceeding USDA and Smart Snack standards.	X			Salad bars at all schools with new, fresh salads such as green apple cranberry salad.

Guidelines for other foods and beverages available on the school campus, but not sold	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
IV.B. Fundraisers - nonfood fundraising is recommended, E. Classroom celebration will focus on physical activities or follow the Smart Snack guidelines. Snacks from home should follow Smart Snack Guidelines.		X		Students are bringing snacks. Families are provided reminders of Smart Snacks. FFA has a fruit fundraiser. Continue to promote non food celebrations.

Marketing and advertising of only foods and beverages that meet Smart Snacks	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
IIF. Communicated and promoted working towards consistent messaging throughout the district including parents/community via posters, website, newsletters. Food and beverage marketing restricted to only foods that meet USDA Smart Snack standards.	X			

Include any additional notes, if necessary: