

**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:

Michigan Collegiate

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Month and year of current assessment: January, 2022

Date of last Local Wellness Policy revision: January, 2022

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

michcol.org

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## Section 2: Wellness Committee Information

How often does your school wellness committee meet? Once a year

School Wellness Leader:

Name	Job Title	Email Address
Pamela Bakeman	Food Service Director	bakemanp@michcol.org

School Wellness Committee Members:

Name	Job Title	Email Address
Pamela Bakeman	Food Service Director	bakemanp@michcol.org
Tammy Visger	Food Service Director	
Alicia Cottrell	Food Service Director	
Russel Woodruff	Superintendent	woodruffr@michcol.org
Darnell Summey	Health and Wellness	summeyd@michcol.org

### 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.

Our school wellness policy meets the regulations set forth by the USDA.

## 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: Michigan Collegiate

Date: January 2022

### 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
To intergrate nutrition at varies grade levels and cuecelum	<ul style="list-style-type: none"> <li>a. Nutrition unit in health classes</li> <li>b. Nutrition unit in PE classes</li> </ul>	Beginning next school year. 2022-2023	Verbal check in with staff. Teacher survey	Food Service Director	Teachers, staff, students	Y/N
Nutrition Promotion Technics	<ul style="list-style-type: none"> <li>a. Nutrition Posters displayed</li> <li>b. Menus displayed</li> </ul>	Beginning next school year. 2022-2023	Visual check	Food Service Director	Staff and students	Y/N

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>
Physical Activity during the school day	a. PE classes offered b. Recess c. Brain Breaks	Beginning next school year 2022-2023	Verify PE classes offered Verify with teachers recess and brain breaks.	Food Service Director	Teachers, students, staff	Y/N

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>
Increasing additional wellness based activities.	Try days, Jump Rope for Heart	Beginning next school year. 2022-2023	Visual and verbal with staff	Food Service Director	Teachers, students and staff	Y/N

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>
Meals meet USDA standards	Meal components displayed	Beginning of school year 2022-2023	Visual Inspection	Food Service Director	Food Service Staff and students	Yes
To distribute information on smart guidelines.	Distribute of smart snack item list	Beginning of school year 2022-2023	Verbal questioning	Food Service Director	Teaches, food service staff, students, admin., vendor	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>
Do not use food as an reward.	Pass out list of alternatives to using food as a reward	Beginning next school year.	Verbal	Food Service Director	Teachers and Students	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>
Promote Smart Snacks	Market smart snacks with posters, vending machines, menu boards. At locations on the school campus essible to students.	Beginning of new school year 2022-2023	Visual inspection	Food Service Director	Students and staff	Yes
Prohibit marketing of non-smart snacks advertising.	Replace equipment that does not meet the requirements	As funds become available	Visual	Food Service Director	Students, parents and staff	No