

**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 chose 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.

Section 1: General Information

School(s) included in the assessment: All Utica Community Schools

Month and year of current assessment: May 2022

Date of last Local Wellness Policy revision: May 2018

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

<http://utica.ss9.sharpschool.com/cms/One.aspx?portalId=578321&pageId=7553795>

Section 2: Wellness Committee Information

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

School Wellness Leader:

Name	Job Title	Email Address
Mandy Sosnowski	Food Service Director	Mandy.sosnowski@uticak12.org
Michele VanDeKerkhove	Exec Amin of Elementary Schools	Michele.vandekerkhove@uticak12.org
Jill Tomyln	Exec Director of Business & Finance	Jill.tomyln@uticak12.org
Mary Coughlin	Exec Amin of Elementary Schools	Mary.coughlin@uticak12.org

School Wellness Committee Members:

Name	Job Title	Email Address
Jami Crum	PE/Health Dept chair	Jami.crum@uticak12.org
Ben Acona	Community member	bacona@wowway.com
George Eschenbury	Community member	Geoman454@yahoo.com
Rob Dilday	Athletic director	Robin.dilday@uticak12.org
Rebecca Rosbolt	District nurse	Rebecca.rosbolt@uticak12.org
Kim Charland	Exec Director of Secondary Curriculum	Kim.charland@uticak12.org
Chris Wilson	Elementary Principal	Christine.wilson@uticak12.org
Amy Junga	Secondary Health teacher	Amy.junga@uticak12.org
Jennifer Hernandez	Exec Director of School Improvement, State & Fed programs	Jennifer.hernandez@uticak12.org
Catherine Einhaus	Exec Director of Elementary Curriculum	Catherine.einhaus@uticak12.org

Section 3. Comparison to Model School Wellness Policies

Indicate the model policy language used for comparison:

X 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:

UCS has based their Wellness Policy after the Michigan State Board of Education Model Local School Wellness Policy. Our committee was set up to represent all levels of education. The committee consist of all levels of education, community members and administrators. Our policy covers nutrition education, promotion, marketing, standards and guidelines for all food and beverages. UCS wellness policy also covers physical activity and education and well as other school-based activities that promote student wellness. The plan is updated as needed, minimally every three years and amended to fit the needs of the District.

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 Police Assessment Plan

School Name: Utica Community Schools Date: May 2022

Nutrition Education	Action Steps	Timeline	Measurement	Lead Person	Stakeholder	Complete?
<p>Secondary students (7th through 12 grade) will have opportunity to receive nutrition education (aligned with the Michigan Content Expectations and the Michigan Merit Curriculum guidelines for Health Education) through health classes in their school.</p>	<ol style="list-style-type: none"> 1. District administration will share the plan with school administrators. 2. School administrators will share the plan with their staff. 3. District Department chairs will share the plan with their department. 4. Plan will be implemented by key stakeholders to students. 5. Schools will document implementation of plan. 	<p>Fall 2018 - Spring 2019</p>	<ol style="list-style-type: none"> 1. District and Building level agendas will reflect this information. 2. Final Exam/Chapter 4 Test (covering this unit on nutrition). 3. MiPhy survey, given to all 7th, 9th and 11th grade students. Data will be shared with Health Advisory Committee, health teachers and building administrators. 4. Pacing Guides and Lesson plans will reflect the necessary information to review with students based on the MiPHY survey results. 	<p>Principals and Teachers</p>	<p>Secondary Students</p>	<p>Secondary students are receiving nutrition education through health classes in their school. The MiPHY survey was completed during the 2020 and 2022 school years.</p>
<p>Elementary students will have the opportunity to receive nutrition education at a minimum of once per year provided from either their teacher, food service department or</p>	<ol style="list-style-type: none"> 1. District administration will share the plan with school administrators. 2. School administrators will share the plan with their staff. 3. Plan will be 	<p>Fall 2018 - Spring 2019</p>	<ol style="list-style-type: none"> 1. District and Building level agendas will reflect this information. 2. Record of each school providing at least one nutrition education activity each year in their building. 	<p>Admins</p>	<p>Elementary Students</p>	<p>District Administrators did share the plan with school administrators, and they shared with staff (2019). Schools began process of submitting their plan to the Executive</p>

through a third-party volunteer/community member.	implemented by key stakeholders to students. 4. Schools will document the implementation of this plan and submit to Executive Administrator of Schools		3. Data collection Ex: diabetes awareness, healthy teeth & gums, healthy eating, MI academics standards, salad bar/healthy choices 4. 4th grade maturation, 4th & 6th development class			Administrator of Schools. With COVID pandemic, this process with paused since mitigation strategies prevented in-person opportunities. Core content was the main focus to maximize instructional time.
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Nutrition Promotion	Action Steps	Timeline	Measurement	Lead Person	Stakeholder	Complete?
The Food Service Department will provide healthy eating and nutrition information for parents and community members.	<ol style="list-style-type: none"> 1. Food service will provide nutrition information to buildings. 2. Nutrition information will be shared in school cafeterias. 3. Healthy eating and nutrition information will be available to parents through online access to monthly newsletters. 	Fall 2018 - Spring 2019	1. Documentation of Food Service Communication to buildings and to parents.	Director of Food Service	Students, staff, and community	yes-nutrition info posted on Nutrislice, tips/recipes for healthy eating posted on uticak12 site
The Food Service Department will promote healthy food and beverage choices for students as well as encourage participation in school meal programs.	<ol style="list-style-type: none"> 1. The utilization of appealing menus will be implemented to promote meal participation. 2. Food sampling opportunities will be provided to students to consider alternatives for future menus during the lunch. 	Fall 2018 - Spring 2019	<ol style="list-style-type: none"> 1. Samples of appealing menus will be collected. 2. Document food sampling opportunities and student responses to their preference. 	Director of Food Service	Students, staff, and community	yes-sampling done of new items at multiple schools during the school year. Also harvest of the month featured at elementary schools

Product Standards (Nutrition Guidelines) for all Foods and Beverages Sold During the School Day	Action Steps	Timeline	Measurement	Lead Person	Stakeholder	Complete?
Reimbursable school meals must meet requirements found in United States Department of Agriculture (USDA)'s Nutrition Standards for School Meals.	<ol style="list-style-type: none"> Analyze all menus for nutritional USDA compliance. Verify eligibility to receive federal 6 cent certification 	Every menu cycle	1. Mosaic software documents compliance.	Director of Food Service	Students	yes- all menus balanced through Mosaic program. Passing score for MDE audit achieved during last audit
All foods and beverages sold to students outside the federally regulated child nutrition programs (referred to as "competitive" foods and beverages) must be consistent with USDA's Smart Snacks in School nutrition standards and MDE Administrative Policy No. 21 regarding Non-Compliant Food Fundraiser Guidance. These standards apply in all areas where foods and beverages are sold which may include, but are not limited	<ol style="list-style-type: none"> Provide a reminder list about Smart Snack requirement and some sample items to buildings in the fall. Schools will record their Non-Compliant Days each week. Weekly Logs will be made available to the district. Food service director, school store managers and other personnel are responsible for serving only Smart Snacks for the Compliant School days. 	Fall 2018 - Spring 2019	1. When visiting buildings, district will monitor logs to verify only two non-compliant opportunity days are offered weekly.	Director of Food Service	Administrators, Teachers, and Students	Smart snack reminder on Sup bulletin in Sept and January including fundraiser tracker. Site visit smart snack checkoff sheet created for site visits.

to, à la carte lines, fundraising events, school stores, snack carts, and vending machines.						
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Marketing and Dining	Action Steps	Timeline	Measurement	Lead Person	Stakeholder	Complete?
Food and beverage marketing are defined as advertising and other promotions in schools. Marketing on coolers, banners, and vending machine graphics must be compliant with USDA Smart Snack nutrition standards for items sold during the school day.	<ol style="list-style-type: none"> 1. Food service directors, school store managers and other personnel are responsible for promoting Smart Snacks items for the compliant days during the school day. 2. Food displays will be checked for approved markings 	Spring 2018	1. Verification of the logs and displays	<ol style="list-style-type: none"> 1. Director of Food Service 2. School store manager 		Food service department marketing is smart snack approved. School store marketing will be checked during smart snack audit

Physical Education & Activity:	Action Steps	Timeline	Measurement	Lead Person	Stakeholder	Complete?
Elementary schools will have physical education offered at least 50 minutes per week. Junior High Schools will have physical education offered every other day throughout the school year at a minimum of 46 minutes per day. All High School students will the follow the District graduation requirements.	<ol style="list-style-type: none"> 1. District administration will share the plan with school administrators. 2. School administrators will share the plan with their staff and PE Department chairs (secondary) will share the plan with their department . 4. Plan will be implemented by key stakeholders to 	Fall 2018 - Spring 2019	<ol style="list-style-type: none"> 1. District and Building level agendas will reflect this information. 2. Lesson plans or schedules reflect the implementation of these activities each year in each building. 3. MiPhy Survey 7th, 9th & 11th grade 	Administrators, counselors, Classroom staff and Physical Education staff	Students	Elementary students have had 50 minutes of PE offered weekly; at times, PE is not offered to maintain focus on core content areas - staffing shortage

Physical education can be modified based on student's needs. When applicable physical education will align to the PE standards K-12 (Michigan State Standards) and/or the Michigan Merit Curriculum Guidelines.	students. 5. Schools will document the implementation of this plan and submit to Executive Administrator of Schools					
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Other school-based wellness activities:	Action Steps	Timeline	Measurement	Lead Person	Stakeholder	Complete?
K-12 students shall have the opportunity to participate regularly in supervised physical activities, either organized or unstructured, intended to maintain physical fitness and to understand the short- and long-term benefits of a physically active and healthy lifestyle.	1. Schools will offer and record the before and/or afterschool clubs or activities that promote physical activity or healthy eating. 2. Schools will keep track of the percentage of students in the building participating in each club, as well as keeping track of the various options.	Fall 2018 - Spring 2019	1. All schools having a minimum of 1 activity before or after school that promotes physical fitness. 2. MiPhy Survey 7th, 9th & 11th grade	Building Administrator, counselors, parents, PTO, Community Ed, classroom teachers	Administrators, Teachers, and Students	With pandemic since the spring of 2019, there were times that this was paused. However, with the opening of various environments, this supervision of physical activities has been reinstated (recess, afterschool clubs, etc.)