

**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:

Sycamore Elementary, Hopkins Elementary, Hopkins Middle, Hopkins High

Month and year of current assessment: _____ October 2024

Date of last Local Wellness Policy revision: _____ May 17, 2021

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

<https://www.hpsvikings.org/wp-content/uploads/HPS-Wellness-Policy.pdf>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? _____

School Wellness Leader:

Name	Job Title	Email Address
Scott VanBonn	Superintendent	Scotvanb@hpsvikings.org

School Wellness Committee Members:

Name	Job Title	Email Address
Rhonda Sapp	Food Service Director	rhonsapp@hpsvikings.org
Jessica Johnston	Board of Education	
Rachel Connely	School nurse	Rachconn@hpsvikings.org
Lyndsay Maul	School nurse	Lyndmaul@hpsvikings.org
Devon Gildea	Athletic trainer	Devogild@hpsvikings.org
Timothy Rieman	Athletic Director	Timoriem@hpsvikings.org
Todd Crook	HS counselor	Toddcroo@hpsvikings.org
Bethany Hardy	HS counselor	Bethhard@hpsvikings.org
Zach Miller	HS principal	Zachmill@hpsvikings.org
Jessica Robrahn	HS asst principal	Jessrobr@hpsvikings.org
Scott Stockwell	MS principal	Scotstoc@hpsvikings.org
Pat O'Dell	MS asst principal	Patrodel@hpsvikings.org
Andy Mains	HE principal	Andrmain@hpsvikings.org
Amy English	SYC principal	Amyeng@hpsvikings.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.

We provide policy on Nutrition Education, Physical Education and Physical Activity, Nutrition Promotion, Food Service Standards for Nutrition, and Food and Beverage Marketing

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: Hopkins Public Schools

Date: October 2024

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 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
Physical Education will be available to all students	A) scheduled weekly for elementary B) required for a minimum of 2 trimester yearly at MS C) 1 tri of PE and 1 tri of health required for HS graduation	On going	Part of curriculum	Curriculum director	Staff Students community	yes
Adequate physical education staff	A) hire qualified candidates B) properly certified staff	As needed	Thorough interview process Evaluations	Building principals	Students Staff community	yes
Variety of fresh fruits and vegetables offered daily	A) use ValleyHub as a local produce vendor B) receiving 10 cents a meal grant, yearly C) biweekly ordering from GFS	Spring 2023 SY 2023-24	Weekly cafeteria visits and weekly ValleyHub orders	FSD	Students Staff	yes
Whole Grain Rich products, 80% usage	A) menu planning B) product compliance through ordering	8/2022	Menu planning	FSD	Students Staff	yes
Reduced sodium	A) max sodium levels for breakfast and lunch	Through SY 2026-27	Menu planning Recipe research	FSD	Students staff	yes

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?
Drinking water to be available to all students school day	A) creating stations for walking all school buildings B) water bottles allowed in classrooms	ongoing	Inspections of water systems	Principal Custodial	Students staff	yes
Uninterrupted meal times	A) breakfast available at 7:25am in all buildings B) camps offered by the school district C) late students may bring breakfast to the classroom D) competitive sports offered to grades 6-12 as part of MHSSA	ongoing	Offerings listed in newsletters community	Principal Director Food Service Director	Students Staff community	yes
Team sports offered for all ages	D) middle and high school scheduled 30-minute meal periods					

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?
Smart snacks sold a la carte during lunch	Approved snacks purchased after verification with the smart snack calculator	8/2024 1/2025	Evaluated 2x per school year	FSD	Students staff	yes
“treat” day snacks for sale to be 50% smart snack approved	Provide list of approved snacks	9/2024	List of snacks available	FSD Treat day coordinator	Students community	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?
Healthy snack for Birthday treats and Holiday parties	Communicate through newsletters that healthy snacks are encouraged and provide some examples	11/2024	Monitor classroom parties	Teachers	Students Staff community	yes
Candy should not be used as rewards	A) Encourage teachers to use stickers, pencils, etc. as rewards. B) Use a point system for special rewards – lunch with teacher, extra recess, special book	11/2024	Staff training and communication	Principals	Students Staff	yes

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?
NA						