# 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://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.fns.usda.gov%2Ftn%2Flocal-school-wellness-policy&data=02%7C01%7CWoodC15%40michigan.gov%7C63b8f00e1cf547c4aed908d787c27f56%7Cd5fb7087377742ad966a892ef47225d1%7C0%7C0%7C637127141897074960&sdata=7j%2BzxZb3aiHyIEaM6RvOuOzBvyw6PsM%2BkPr3T3DNMOA%3D&reserved=0)

[https://www.michigan.gov/mde/0,4615,7-140-66254\_50144-194546--,00.html](https://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.michigan.gov%2Fmde%2F0%2C4615%2C7-140-66254_50144-194546--%2C00.html&data=02%7C01%7CWoodC15%40michigan.gov%7C63b8f00e1cf547c4aed908d787c27f56%7Cd5fb7087377742ad966a892ef47225d1%7C0%7C0%7C637127141897084956&sdata=k9ywqPPJoetUO59OBvugbKmC0hfP1mXFUfdjejgABiE%3D&reserved=0)

# Section 1: General Information

School(s) included in the assessment:

Hamilton High School, Hamilton Middle School, Hamilton Elementary, Bentheim Elementary, Blue Star Elementary, Sandyview Elementary



Month and year of current assessment:   
6/2024

Date of last Local Wellness Policy revision:

6/2021

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

hamiltonschools.us

# Section 2: Wellness Committee Information

How often does your school wellness committee meet? Spring/Winter/Fall

School Wellness Leader:

|  |  |  |
| --- | --- | --- |
| Name | Job Title | Email Address |
| Paul Keene | Food Service Director | pkeene@hamiltonschools.us |

School Wellness Committee Members:

|  |  |  |
| --- | --- | --- |
| Name | Job Title | Email Address |
| Brad Lusk | Superintendent | blusk@hamiltonschools.us |
| Brinley Nieuwenhuis | M.S. Teacher | bnieuwen@hamiltonschools.us |
| Sarah Manner | Support Staff | smanner@hamiltonschools.us |
| Sara McIntyre | Director of Student Services | smcintyre@hamiltonschools.us |
| Katie Betten | Food Service/Parent | kbetten@hamiltonschools.us |
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# 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.

|  |
| --- |
| The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research concludes that there is a positive correlation between a student's health and well-being and his/her ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school. The Board, however, believes this effort to support the students' development of healthy behaviors and habits with regard to eating and exercise cannot be accomplished by the schools alone. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits, |

# 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](https://www.cdc.gov/phcommunities/resourcekit/evaluate/smart_objectives.html).

# Michigan Department of Education Local Wellness Policy Assessment Plan

School Name: Hamilton Community Schools Date: 6/20/2024

## 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. | 1. Provide teachers with list of non-food reward examples. 2. Discuss changes at back-to- school staff training. 3. 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 |
| Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards-based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives. | In 7th/8th grade, students start learning about health and nutrition and is required through MS and  HS. | 2019 start of school year | -- Verbal check-ins with staff to ensure compliance  --Review progress made at end of each school year | Building  Principals | Teachers, staff, students, community | Yes |
| Nutrition education posters, such as the My Plate Guide, will be displayed in the cafeteria, | Ensure posters are in each building within district | 2019 start of school year | visual check in each building | Food Service Director | Students, staff, teachers | Yes |
|  |  |  |  |  |  |  |

## Physical Activity Goal(s):

## 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?** |
| All students in grades 6-12 shall have the opportunity to participate in extracurricular activities and intramural programs that emphasize physical activity. | Gym Teachers led summer training program for 6-12 grade levels  Flyers are sent home with students regarding opportunities | 2019 start date | HHS and HMS ; flyers go home with opportunities as well as weekly announcements | Eric Talsma | students | Yes |
| Students, parents, and other community members shall have access to, and be encouraged to use, the school's outdoor physical activity facilities outside the normal school day. | Flyer sent out to district families to make it known that all campus outdoor facilities are open for public use | 2019 start date | -- district community survey went out for feedback  -- public board meetings held  Confirmed this happens through BJ Nykamp and Eric Talsma | Superintendent and School Board | students, staff, teachers, admin, board, community | Yes |
|  |  |  |  |  |  |  |

## 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?** |
| 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. | Follow and implement to fidelity the federal regulations for school meal standards and smart snacks in school nutrition | Duration of school year(s) | --Compliance to audits | Food Service Director | Students, staff | 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?** |
| All food and beverages that are provided, other than through sale, on the school campus during the school day (which **may** include classroom snacks, for classroom parties, and at holiday celebrations) will be encouraged to comply with Smart Snack Requirements | Recommend to teaching Staff/Parents snacks for classroom parties comply with Smart Snack Requirements | Duration of school year | Visual check as needed | Principals/  Teachers | Students, staff | In Progress |
|  |  |  |  |  |  |  |

## 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?** |
| With regard to nutrition promotion, any foods and beverages marketed or promoted to students on the school campus, during the school day, will meet or exceed the USDA Smart Snacks in School Nutrition Standards. | Follow and implement USDA smart snacks in school nutrition standards and  only market USDA smart snacks | start of school year/ongoing. | -- compliance to audits  -- reviewed by wellness team | Food Service Director | Students, staff | Yes |
|  |  |  |  |  |  |  |