

**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:

Keys Grace Academy

Month and year of current assessment: June 2023

Date of last Local Wellness Policy revision: September 17, 2019

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

Keysacademies.com Keysfoodservice.com

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Every 1 – 3 years

School Wellness Leader:

Name	Job Title	Email Address
Michelle Fuller	FS Director/Nutrition representative	mfuller2556@gmail.com

School Wellness Committee Members:

Name	Job Title	Email Address
Natalie Deeb-Hamame	Superintendent and Health Rep	Natalie.deeb@keysacademies.com
Jesse Fowler	KEYS Grace Academy Rep	Jesse.fowler@keysacademies.com
Lydia Killu	District Nurse/Health & Nutrition Representative	Lydia.killu@keysacademies.com
Basma Hakim	KEYS Grace Academy Kitchen Rep	bsmajoseph@yahoo.com
May Rasheed	Parent Representative	Ayahandadam5555@yahoo.com

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 KEYS GRACE ACADEMY policy was written to model the MDE

wellness policy. The KEYS GRACE ACADEMY policy has goals in

each of the following categories:

- *Nutrition Education*
- *Nutrition Promotion*
- *Standards and Nutrition Guidelines for all foods and beverages*
- *Food and Beverage Marketing*
- *Physical Activity and Physical Education*
- *Other school-based Activities that Promote Student Wellness*
- *Implementation, Assessment, Documentation, and Updates*

Amendments that need to be made when we update the policy would include more detailed “smart goals”

Specific measurements and timelines are not clear in the KEYS GRACE ACADEMY policy

Not all “actions taken” and “timelines” listed in the triennial assessment form are listed in the KEYS GRACE ACADEMY Wellness policy but were included if the actions taken already happened or are in progress to get the intended action completed.

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: Keys Grace Academy

Date: June 1, 2023

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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> - Verbal check-ins with staff to ensure compliance. - Teacher survey at end of school year. 	Principal	Teachers, staff, students	Yes
Nutrition education to align with MDE healthy eating behaviors	<ul style="list-style-type: none"> a) Secondary education provided in health class b) Elementary education provided from teacher, FS dept. or 3rd party volunteer 	By 2024 school year	Schedule checks	PE/Health Rep	Students/Building admin/Asst. superintendent of education/ FS director	In Progress
Café nutrition promotion and healthy marketing	<ul style="list-style-type: none"> a) Promote nutrition with Keys Food service: b) Farm to school identifiers c) FS website nutrition d) Titan nutrition analysis e) Allergen options 	By 2024 school year	Website checks Café visual checks Menu analysis	FS director	Students/parents/Building admin/ FS department	Yes

Physical Activity 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?
Physical Activity and Education	<ul style="list-style-type: none"> a) K-5 60 minutes a week b) 6-8 45 minutes a class every other day 	By 2024 school year	Schedule checks	PE/Health Rep	Students/Teachers	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?
Before and After school Clubs that promote physical activity and Healthy eating	<ul style="list-style-type: none"> a) Create clubs that encourage physical activity b) Make sure healthy snacks are available 	By 2024 school year	Website/snack menus or healthy vending available	FS director/ Administration/PE/health reps	Students/ Teachers	In progress

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?
Provide nutritious alternative meat meals to the students	<ul style="list-style-type: none"> a) Source vegetarian protein b) Offer daily if possible c) Create alternative plan when not possible 	By 2024 schoolyear	Visual check	FS Director	Principals/students	Yes
Smart snacks in vending machines/cafes and fundraisers	<ul style="list-style-type: none"> a) Snacks monitored in cafes by FS director and chef manager to be smart snack compliant b) Principals ok all fundraisers c) Vending is monitored by FS director and principals 	By 2024 schoolyear	Visual check and nutritional analysis of snack items.	FS Director/ Health Rep	Students	Yes
School Meals meet USDA Requirements	<ul style="list-style-type: none"> a) All complete school meals must meet USDA guidelines 	Immediate	Nutrition check/Audits Aramark nutrition analysis	FS director/ Yearly site checks	Students/parents/FS department/Building Administration officials/MDE	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?
Fundraisers are Monitored and have allergen compliance	<ul style="list-style-type: none"> a) Offer allergen friendly options b) All fundraisers are monitored and approved by building administration c) All food fundraisers are smart snack compliant 	By 2024 schoolyear	Visual check	Building administrators/MDE audits	Building administrators/families /special interest groups in the district (band, sports, ect.)/students	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?
All marketing smart snack compliant	a) Check all vending machines for marketing b) Check all food service signs and containers for marketing c) Cover any “non-compliant” marketing with compliant nutrition posters or other graphics	immediately	visual	FS director	Athletics/FS department/Vending/Principals/students	In progress