



## Local Wellness Policy: Triennial Assessment Template

### Background Information

An assessment of your school wellness policy must be conducted a minimum of once every three years; however, Local Educational Agencies (LEAs) may assess their policy more frequently if they wish. The results of the assessment must be made available to the public.

### Purpose

The template below is offered as a way to summarize the information gathered during your assessment. Members of a school wellness committee who are completing their 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 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 (e.g. WellSAT 3.0 report) 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.

# Local Wellness Policy: Triennial Assessment Summary

## Section 1: General Information

School(s) included in the assessment:

Norman County East

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Month and year of current assessment: January 2024\_\_\_\_\_

Date of last Local Wellness Policy revision: October 2023\_\_\_\_\_

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

<https://www.nce.k12.mn.us/documents/health-and-wellness/82651>

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## Section 2: Wellness Committee Information

How many times per year does your school wellness committee meet? \_\_\_\_\_

Designated School Wellness Leader

Name	Job Title	Email Address
Denise Rasmussen	Food Service Coordinator	deniser@nce.k12.mn.us

School Wellness Committee Members

Name	Job Title	Email Address
Ty Nelson	Physical and Health Education	tyn@nce.k12.mn.us
Tracy Johnson	Nurse	tracyj@nce.k12.mn.us
Sarah Kjono	Board Member	sarak@nce.k12.mn.us
Raina Askin	Principal	rainaa@nce.k12.mn.us
Kim Myers	Wellness Coordinator Norman/Mahnomen Public Health	kimberly.myers@co.norman.mn.us

## Section 3. Comparison to Model School Wellness Policies

Complete the [WellSAT3.0 assessment tool](#) and keep a copy of the results on file for at least three full school years plus the current year, as it will be reviewed during the next administrative review of your school nutrition program.

Indicate model policy language used for comparison:

- Alliance for a Healthier Generation: Model Policy**  
WellSAT 3.0 example policy language
- Other (please specify): \_\_\_\_\_

Describe how your wellness policy compares to model wellness policies.

The WellSAT is a quantitative assessment tool to help score and improve a School Wellness Policy. It has been used by school districts from every state and is housed at the Rudd Institute at the University of Connecticut. All WellSAT items reflect the federal law or best practice. The purpose of scoring a district policy is to identify where it is strong and where it could be improved. The Rudd Institute tested this tool in 2018 in a sample of 50 districts around the country and the average comprehensiveness score was 54 and the average strength score was 33. The comprehensive score for Norman County East was 76 and the total strength score was 57, both above the average scores.

## 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 tables below, indicate the language that is currently written in the district local wellness policy in relation to each topic area. Next, assess and discuss whether the district is meeting the goal, partially meeting the goal, or not meeting the goal. Finally, indicate the progress made for each goal and next steps that have been identified.

Nutrition Promotion and Education Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
<p>NE7 Links nutrition education with the school food environment.</p>		x		<p>Starting January 2024, kitchen staff begin offering two options of fruits and vegetables at lunch.</p> <p>Promoting that students can have additional servings of fruits and vegetables.</p> <p>Starting February 2024 salad bar will be offered at 7th-12th grade lunch each day.</p> <p>In the preamble the following statement has been added to reflect the following adjustments of fruits and vegetables provided:          “The entire school environment, not just the classroom, shall be aligned with Healthy Schools goals to positively influence a student’s understanding, beliefs, and habits as they relate to good nutrition and regular physical activity.”</p>

Physical Activity Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
<p>PEPA4 Addresses time per week of physical education instruction for all elementary school students.</p> <p>PEPA13 Addresses recess for all elementary school students.</p>	x			<p>Create a new section in our wellness policy and add the following which are currently being implemented.          “All elementary school students shall receive at a minimum 150 minutes per week of physical education.”</p> <p>“Our school shall provide at least 20 minutes of active daily recess.”</p>

School-based activities to promote student wellness goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps

WPM3 Addresses using physical activity as a reward.	x			Under Celebrations and Rewards the following statement was added: “Teachers may use non-food alternatives as rewards. For example, extra recess may be provided when time allows.”
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Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
SM5 Specifies how families are provided information about determining eligibility for free/reduced priced meals.		x		Currently NCE provides this information to families in the fall back to school mailing as well as a table set up for the application at back to school night. This information will be added to the wellness policy.

Guidelines for other foods and beverages available on the school campus, but not sold	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
NS8 Addresses foods and beverages containing caffeine at the high school level.	x			The following statement was added to the Wellness Policy: “Beverages containing caffeine will not be sold to students during the school day.”

Marketing and advertising of only foods and beverages that meet Smart Snacks	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
NS7 Exemptions for infrequent school-sponsored fundraisers with food to be consumed during the school day.	x			The following statement was added to the Wellness Policy: “Smart snacks nutrition standards apply to all foods and beverages sold to students through district sponsored fundraisers unless an exemption applies. Each school will be allowed to hold three exempt fundraisers per school during which any food or beverages may be sold.”

Include any additional notes, if necessary:

Notes included in the above review will be added to the Norman County East District Wellness Policy and submitted to the board for approval at the February 2024 board meeting.