

**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:

Harper Creek Community Schools; High School, Middle School, Beadle Lake, Sonoma, Wattles Park

Month and year of current assessment: June 2024

Date of last Local Wellness Policy revision: July 8, 2024

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

<https://go.boarddocs.com/mi/hcs/Board.nsf/Public?open&id=policies>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? At least once per year or as needed

School Wellness Leader:

Name	Job Title	Email Address
Rob Ridgeway	Superintendent	ridgewayr@harperecreek.net

School Wellness Committee Members:

Name	Job Title	Email Address
Brent Swan	Elementary Principal	swanb@harperecreek.net
Christine Guthrie	Physical Education Teacher/Parent	guthriec@harperecreek.net
Laura Williams	Assistant Superintendent	williamsl@harperecreek.net
Travis Winchel	SPLASH/Nutrition Program Coordinator	winchelt@calhounisd.org
Suzanne Allen	Consumer Science / Nutrition Teacher	allens@harperecreek.net
John Ruemanapp	Food Service Director	ruemanappj@harperecreek.net
Shalen King	Elementary Principal	shorts@harperecreek.net
Kesha Decker	School Nurse/Parent	dickerK@harperecreek.net
Kim Thayer	Middle School Principal	thayerk@harperecreek.net
Ed Greenman	High School Principal	anthonyd@harperecreek.net
Stacy Halverson	High School Health Aide/Parent	halversons@harperecreek.net
Karla Kopp	Executive Administrative Assistant	kppk@harperecreek.net

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.

Harper Creek Community Schools' current wellness policy is the standard policy recommended by Thrun Law Firm. The current wellness policy has all the required components and has similarities to the Michigan State Board of Education Model Local School Wellness Policy. The review was completed by the local wellness committee and the Board of Education Policy Committee. The review has led to a change in policy regarding recess.

Specific Recommended Changes:

Section B Physical Activity Goals add to paragraph three: *Recess will not be taken away for strictly academic reasons (e.g., not completing work).*

Below is Harper Creek Community School's complete wellness policy:

5707 School Wellness Policy

The District is committed to providing a school environment that enhances opportunities for learning and lifelong wellness.

A. Nutrition Promotion and Education Goals

All students will receive nutrition education annually that is aligned with the Michigan Health Education Grade Level Content Expectations and the Michigan Merit Curriculum Guidelines for Health Education. Teaching healthy eating behaviors will be part of the curriculum.

The District promotes healthy food and beverage choices for students. The District will implement evidence-based healthy food promotion techniques through:

1. offering school meal programs; and
2. publicizing foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards. The District will collaborate with public and private entities to promote student wellness.

The District will make water available to students throughout the school day.

B. Physical Activity Goals

The District will offer physical education programs that are designed to equip students with the knowledge, skills, and values necessary for lifelong physical activity. Physical education instruction will be aligned with the Michigan Physical Education Grade Level Content Expectations and the Michigan Merit Curriculum Guidelines for Physical Education.

Students will have the opportunity to participate regularly in supervised physical activities, either organized or unstructured, intended to maintain physical fitness and an understanding of the benefits of a physically active and healthy lifestyle.

The District strives to provide physical activity breaks for all students, including recess for elementary students and before and after school activities, and encourages students to use active transport (e.g., walking, biking). Recess will not be taken away for strictly academic reasons (e.g., not completing work).

The District encourages parents/guardians to support their students' participation in physical activity, to be physically active role models, and to include physical activities in family events.

C. Goals for Other School-Based Activities Designed to Promote Student Wellness

The District may partner with community members or groups to implement this Policy. The District will also:

1. participate in state and federal child nutrition programs as appropriate;
2. allow other health-related entities to use school facilities for activities such as health clinics, screenings, and wellness events consistent with Policy 3304;
3. use evidence-based strategies to develop, structure, and support student wellness; and
4. create environments conducive to healthy eating, physical activity, and conveying consistent health messages.

D. Standards and Nutrition Guidelines for All Foods and Beverages Sold to Students on the School Campus and During the School Day

The District will ensure that students have access to foods and beverages that comply with applicable laws and guidelines including, but not limited to, the USDA Nutrition Standards for School Meals and the USDA Smart Snacks in School nutrition standards.

The District will offer students a variety of age-appropriate, healthy food and beverage selections including fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements to promote student health and reduce childhood obesity.

E. Standards for All Foods and Beverages Provided, But Not Sold, to Students During the School Day

The District may provide a list of healthy food and beverage alternatives to parents/guardians, teachers, and students for classroom parties, rewards and incentives, or classroom snacks. The District discourages the use of unhealthy food and beverages as a reward or incentive for performance or behavior.

F. Food and Beverage Marketing

Marketing and advertising is allowed on school grounds or at school activities only for foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards. Food and beverage fundraising and marketing that occurs at events outside of school hours need not comply with the USDA Smart Snacks in School nutrition standards.

In-school fundraising events must comply with Policy 5501 and MDE's Non-Compliant Food Fundraiser Guidance, which permits 2 fundraisers per week, per school building that do not comply with USDA Smart Snacks in School nutrition standards. In-school fundraising events may last up to 1 day and may not be held in the food service area during meal times.

Equipment that currently displays noncompliant marketing materials (e.g., scoreboard with soft drink logo) need not be immediately removed or replaced. As the District reviews and considers new contracts and as durable equipment, like scoreboards, is replaced or updated, any food or beverages marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards.

G. Wellness Committee

The District will form a Wellness Committee to establish goals for, oversee, and periodically review and update school health policies and programs. The Wellness Committee will also oversee this Policy's implementation.

The Wellness Committee will represent all school buildings and include, to the extent possible, parents/guardians, students, food service representatives, physical and health education teachers, school and community health care professionals, and community members. The Board encourages community participation in the Wellness Committee. When possible, membership will also include Supplemental Nutrition Assistance Program education coordinators.

H. Implementation and Oversight

The Superintendent or designee is responsible for ensuring that each school building complies with this Policy.

The Board will review this Policy at least every 3 years to determine compliance, progress, and the extent to which this Policy compares to model school wellness policies. Parents/guardians, students, school employees, school health professionals, Board members, and community members may provide input to the District during the Wellness Policy review process.

A copy of this Policy will be maintained in the District's administrative offices and posted on the District's website. The Superintendent or designee will maintain all legally required documentation for implementation of this Policy.

The Superintendent or designee will annually provide notice about this Policy and any updates to the community.

I. School Meal Program

1. Delinquent Meal Charge Debt and Bad Debt

The District is required to make reasonable efforts to collect unpaid meal charges of current students. The building principal or designee will contact households about unpaid meal charges and may establish payment plans and due dates by telephone,

e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the District may pursue any other methods to collect delinquent debt of current students as allowed by law. Collection efforts may continue into a new school year.

Unpaid meal charges of inactive students, such as graduated students and students no longer enrolled at the District, that are not collected by the end of the school year will be classified as bad debt. No later than December 31 of the following school year, non-federal funds will be used to reimburse the school meal program for the amount of bad debt.

2. Elimination of “Lunch Shaming”

The District will strive to eliminate any form of “lunch shaming.” “Lunch shaming” is the public identification or stigmatization of students who cannot pay for a school meal. In furtherance of this goal, the District prohibits the following:

- a. requiring a student who cannot pay for a school meal or who has unpaid meal charges to wear a wristband or handstamp;
- b. requiring a student to dispose of a meal after it has been served because the student cannot pay for the meal or has unpaid meal charges;
- c. communicating directly with a student about unpaid meal charges unless the District has attempted but has been unable to contact the student’s parent/guardian by telephone, e-mail, or other written or oral communication;
- d. requiring a student to perform chores or other labor to pay a student meal debt; and
- e. discussing a student’s unpaid meal charges in the presence of other students.

Date adopted: 7-1-2022

Date revised: 7-8-2024

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: Harper Creek Community Schools Date: _____

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 2021-22 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
Continuously review and update the common nutrition education program district-wide.	<ul style="list-style-type: none"> a) District health educators met weekly during professional learning community early release time and developed a common nutrition education program. The team will continue to review and update the curriculum. 	This work is ongoing and will continue weekly through 2024-2027	<ul style="list-style-type: none"> - Measurement is from self-assessments by health educators, review of curriculum by the district curriculum council, food service director, and assistant superintendent in charge of curriculum. 	Curriculum Director	Health/Nutrition/PE teachers, food service director, administration	2022 goal completed – continual review and updates will be continuing
Food service vendor will implement their nutrition education marketing using signage, display monitors, and food tastings.	<ul style="list-style-type: none"> a) The food service director will implement marketing nutrition education using signage and distribute materials to students, parents, and staff. b) The food service director will meet with the administration team to educate them on nutrition education marketing. c) Food tasting will occur at each building – hire a sous chef 	Start first semester 2024 – 2025 Hire a Sous Chef to assist with food-tasting	<ul style="list-style-type: none"> - Review student choice options chosen during the 2023-24 school year. - Participation numbers in the school lunch program. 	Food Service Director	Students, staff, administration	New

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?
Promote daily physical activity	<ul style="list-style-type: none"> a) Physical education – Maximize access for all students K -12 b) Recess – all K - 4 students. c) Recess 5 – 6 students - Assessing d) Teachers using outside classroom spaces. Explore district needs to make this happen. 	Continuing with physical education and recess for K -4 students. Recess at 5 – 6 will be reviewed during 2024-25. Work on the expansion of outdoor classroom spaces.	<ul style="list-style-type: none"> - Staff/student survey of physical activity. - Individual school schedules. - Number of teachers using 	Building Principals	Students, staff, administration	a), b) completed, c) new, d) ongoing
Promote Movement within all K -12 classrooms	<ul style="list-style-type: none"> a) Information to staff regarding classroom movement research and strategies to implement b) Set a goal that classroom movement is part of instruction best practices 	Beginning of the 2024-25 school year.	<ul style="list-style-type: none"> - Survey of staff on the use of classroom movement - Principal observation. - Academic Student Growth Data 	Curriculum Director	Students, staff	Updated – Using classroom activity to increase academic growth is a best practice

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?
At least one wellness event per building per school year	<ul style="list-style-type: none"> a) Student Voice. b) Staff Input. c) School leadership team schedules. 	Beginning of the 2024-25	<ul style="list-style-type: none"> - Schedule of events. 	Building Principals	Students, staff, families	Ongoing – Wellness Events are a common occurrence at Harper Creek Community Schools
All students participate in a physical activity extracurricular activity	<ul style="list-style-type: none"> a) Identify access to extracurricular activities. b) Current rate of participation. 	Beginning of the 2024-25	<ul style="list-style-type: none"> - Participation rate of students in extracurricular activities. - Survey of parents/students. 	Athletic Director, Principals	Students	Ongoing – Board of Education Goal

Comply with Filter First legislation	<p>a) Ensure all consumable water in the schools is lead-free using filtration.</p> <p>b) All drinking stations have filter effectiveness indicators.</p>	<p>Beginning Immediately - A drinking water management plan completed by Jan 24, 2025</p> <p>End of 2025-26 school year completed and certified project.</p>	<ul style="list-style-type: none"> - Completion of drinking water management plan - Monitor installation - Completed certification of completion to EGLE 	Facility Director	Students, staff, administrators	<p>2022 Goal Complete – install hydration stations at all school buildings.</p> <p>New Goal – In Progress – Completion by end of year 2025-26</p>
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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?
Incorporate more fresh Michigan-based produce in a Farm to Table model.	a) Procuring fresh produce items. b) Using more fresh produce versus canned/prepackaged produce.	Beginning of the 2024-25 school year	- School menu review - Food Service Director updates	Food Service Director	Students, staff, administration	Ongoing
Maximize the amount of food we are providing students	a) Advertise a free lunch/breakfast program. b) Promote healthy eating habits with students in classrooms. c) Student voice – surveys/leadership teams	Beginning of the 2024-25 school year.	- Participation in breakfast/lunch program.	Superintendent	Students, staff, families, administration	Ongoing

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?
Promote alternative choices for food and beverages at school parties.	a) Create a list of alternative choices, including healthy food/beverage and non-food choices. b) Send the list to parents in a positive manner – marketing. c) Explore food share tables that comply with federal school food standards	Beginning of the 2024-25 school year.	- Survey of staff on parent-provided classroom snacks	Food Service Director, Principals	Students, staff, families	Updated
Increased food-safe and allergy certification of volunteers and awareness of food-safe certification.	a) Promote food-safe courses for volunteers (e.g., Popcorn Friday Volunteers)	Beginning of the 2024-25	- Number of food-safe certifications.	Food Service Director	Staff, volunteers	Ongoing

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?
Promote after-school snacks for extracurriculars provided by Food Service	a) Advertising/promotion of current snack programs offered by our food service department b) Education of after-school staff – coaches, advisors – regarding food service snack program.	Fall 2025	- Participation numbers in the afterschool snack food program.	Food Service Director, Athletic Director	Students, after-school advisors, and coaches	Ongoing

	c) Explore alternate school day locations for smart snack distribution					
Create Promotional videos marketing and advertising Smart Snacks	<ul style="list-style-type: none"> a) Create avenues for student voice regarding Smart School Snacks (e.g. student leadership groups). b) Student-created videos regarding healthy choices. c) Student voting process for special food events. 	Second Semester 2024-25	<ul style="list-style-type: none"> - Meeting schedules/agenda for student leadership meetings - Student created videos/poster examples 	Building Principals	Students, staff, families	Updated