

Local Wellness Policy: A Guide to Success

August 27, 2025



Health and Nutrition Services
Arizona Department of Education





Disclaimer

This training was developed by the Arizona Department of Education (ADE) Health and Nutrition Services Division (HNS). The content in this training is intended for professionals operating one or more USDA Child Nutrition Programs in Arizona under the direction of ADE. The information in this training is subject to change. Attendees are encouraged to access professional development materials directly from the training library to prevent use of outdated content.

Intended Audience

This training is intended for **School Food Authorities (SFAs)** operating the **National School Lunch Program (NSLP)**. All regulations are specific to operating the NSLP under the direction of ADE.

Objectives

At the end of this training, attendees should be able to:

- locate, identify and understand requirements of the Local Wellness Policy (LWP);
- develop and implement a LWP;
- evaluate a LWP using a LWP comparison model;
- monitor and track LWP progress using the triennial assessment tool;
- identify acceptable resources and tools available for successful maintenance of a LWP.

TRAINING HOURS

Information to include when documenting this training for Professional Standards:

Training Title: Local Wellness Policy:
A Guide to Success

Key Area: 1000 - Nutrition, 2000-
Operations, 3000 - Administration, 4000-
Operations

Learning Code: 3230

Length: 1 Hour

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SECTION 1
**Overview and
Requirements of a
Local Wellness
Policy**



Local Wellness Policy: Defined

WHAT IS THE LOCAL WELLNESS POLICY?

The Local Wellness Policy is a written document of official **policies and supporting regulations** that help **guide** a local educational agency or school district's **strengthen policies and procedures** and increases transparency.

- Each Local Education Agency (LEA) participating in the **National School Lunch Program (NSLP) and/or School Breakfast Program (SBP)** are required to establish a written local school wellness policy for all schools under its jurisdiction (7 CFR 210.31(c)).
- LEAs **must develop, implement, evaluate and monitor the local wellness policy and procedures** triennially (every three years).

Local Wellness Policy: Defined

WHAT IS THE LOCAL WELLNESS POLICY?

The **Local Wellness Policy (LWP)** is a **board adopted document** that guides a local educational agency (LEA) or school district's efforts to establish a school environment that promotes students' health, well-being and ability to learn by supporting healthy eating and physical activity.

- **The Governing Board** represents state and local communities. The school administration implements these policies through regulations and procedures.
 - The **Governing Board approves policies.**
 - The role of the **administration** is to **develop, implement and evaluate** it.

Local Wellness Policy: Overview

PROVISIONS OF THE FINAL RULE

- On July 29, 2016, the USDA Food and Nutrition Service (FNS) finalized regulations to create a framework and guidelines for written wellness policies established by LEAs.
- Established by the Child Nutrition and Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Reauthorization Act of 2004 and further strengthened by the Healthy, Hunger-Free Kids Act of 2010 (HHFKA).
- The final rule required LEAs to begin developing a revised local school wellness policy during School Year 2016-2017.
- The final rule expands the requirements to strengthen policies and procedures and increases transparency of a wellness policy at the local level, and address the unique needs of each school (or entire district) under the LEA's jurisdiction
- **LEAs must fully comply with the requirements of the final rule by June 30, 2017.**

Local Wellness Policy: What to Expect

OVERVIEW FOR A COMPLIANT, SUCCESSFUL LOCAL WELLNESS POLICY

- Policies must include goals for nutrition, physical activity, and wellness, using evidence-based strategies.
 - They should set standards for foods and beverages sold or provided at school, aligning with federal and Smart Snacks standards. Marketing is limited to items meeting these standards.
- There must be public involvement, regular updates, and leadership in policy implementation.
- Every three years, compliance and progress are assessed against model policies.
- Documentation must be kept and made publicly available, ensuring transparency and stakeholder participation.

Local Wellness Policy: Where to Start

LOCATE YOUR CURRENT LOCAL WELLNESS POLICY

- Ask the Human Resources Department within your LEA to determine where the Governing Board Policy and Regulations Manuals are located.
 - Governing Board Policy and Regulation Manuals may be posted on your LEA's webpage.
- Ask your Business Finance Authority if they can assist in helping locate the most current Local Wellness Policy.
- Check to see if your LEA is a member of any School Board Organizations
 - For Example:
 - If the LEA partners with Arizona School of Boards Association (ASBA), you can obtain the most current copies of Student Wellness policy and regulations.
 - Policy- JL© Student Wellness
 - Regulation- JL-RA © Student Wellness
 - Regulation- JL-RB © Student Wellness

Local Wellness Policy: Overview

UPDATING YOUR POLICY

Once the LWP is updated and compliant with State and Federal Regulations per 2017 guidance, and has been approved by the Governing Board, it is important to continuously assess the policy for progress or revisions/changes.

The school administration then carries out these policies through detailed regulation(s). These regulations are where an LEA is able to customize the Local Wellness Policy to meet the specific needs of the school environment.

Local Wellness Policy: Overview

PROVISIONS OF THE FINAL RULE: WHERE ARE WE NOW?

LEAs were required to fully comply with the requirements of the final rule by June 30, 2017.

Assuming all Local Wellness Policies were officially implemented by June 30, 2017, school year SY26 may be the 3rd completed assessment of your LWP.

- SY20= 1st complete LWP comparison w/model policy & triennial assessment
- SY23= 2nd complete LWP comparison w/model policy & triennial assessment
- **SY26= 3rd complete LWP comparison w/model policy & triennial assessment**

Local Wellness Policy: Requirements

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At a minimum, policies are required to include:

- Specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. LEAs are required to review and consider evidence-based strategies in determining these goals.
- 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.

Wellness Leadership

LEAs must establish wellness policy leadership of one or more LEA and/or school official(s) who have the authority and responsibility to ensure each school complies with the policy.

Public Involvement

At a minimum, LEAs must:

- Permit participation by the general public and the school community (including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, and school administrators) in the wellness policy process.

Triennial Assessments

The final rule requires state agencies to assess compliance with the wellness policy requirements as a part of the general areas of the administrative review every three years. LEAs must conduct an assessment of the wellness policy every three years, at a minimum. This assessment determines:

- Compliance with the wellness policy,
- How the wellness policy compares to model wellness policies, and
- Progress made in attaining the goals of the wellness policy

Documentation

The state agency will examine records during the administrative review, including:

- Copy of the current wellness policy,
- Documentation on how the policy and assessments are made available to the public,
- The most recent assessment of implementation of the policy, and
- Documentation of efforts to review and update the policy, including who was involved in the process and how stakeholders were made aware of their ability to participate.

Updates to the Wellness Policy

The final rule requires that LEAs update or modify the wellness policy as appropriate.

Public Updates

The rule requires that LEAs must make available to the public:

- The wellness policy, including any updates to and about the wellness policy, on an annual basis, at a minimum, and
- The Triennial Assessment, including progress toward meeting the goals of the policy.

Local Wellness Policy: Requirements

DON'T GET OVERWHELMED

The next few slides are broken down into a more simple and easy to follow explanation of the Local Wellness Policy **requirements**.



Local Wellness Policy

At a minimum, policies are required to include: **Student Wellness Goals, Nutrition Standards, and Policies for Marketing.**

- **Specific goals for nutrition promotion*** and **education***, **physical activity**, and other **school-based activities that promote student wellness.**
 - LEAs are required to review and consider evidence-based strategies in determining these goals.
- **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.

Nutrition Promotion and Nutrition Education

TWO SEPARATE AND DISTINCT GOALS*

Specific goals for nutrition promotion and education.

- **Nutrition promotion** focuses on creating a supportive environment that encourages healthy eating behaviors.
 - This includes ensuring healthy options are available in the school cafeteria, limiting the availability of unhealthy foods and beverages, promoting healthy food choices through signage and marketing, and offering healthy alternatives for school events and celebrations.
- **Nutrition education** involves teaching students about healthy eating habits, the nutritional value of different foods, and how to make informed food choices.
 - This could include classroom lessons, cooking demonstrations, educational materials, and incorporating nutrition into other subjects like science or health.

Local Wellness Policy

WELLNESS LEADERSHIP

LEAs must establish **wellness policy leadership** of one or more LEA and/or school official(s) who have the authority and responsibility to ensure each school complies with the policy.

- The LEA has discretion in determining who is responsible for overseeing the wellness policy, including assessments.
- The LEA is most qualified to identify the best candidate(s) for local school wellness policy leadership as size, resources, and needs vary greatly among LEAs and schools.
 - **Some LEAs have a position titled “Wellness Coordinator,” while in other LEAs, the School Nutrition Director or Lead Health Education Coordinator oversees the policy.**

The regulations do not specify the title or position of the designated wellness official(s), but simply require that the responsible official(s) be designated (7 CFR 210.31(e)(1)).

Local Wellness Policy

PUBLIC INVOLVEMENT

Permit participation by the general public and the school community in the wellness policy process through development, implementation, and periodic review and update of the **local school wellness policy (7 CFR 210.31(c)(5))**.

- Involve, inform, and **update the public, including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, and school administrators**, about the content and implementation of the local school wellness policy and wellness plans.

Local Wellness Policy

TRIENNIAL ASSESSMENTS

The final rule requires state agencies to **assess compliance (evaluate)** with the wellness policy requirements as a part of the general areas of the administrative review.

LEAs must conduct an assessment of **the wellness policy every three years (7 CFR 210.31(e)(2))**, at a minimum and modify/update the local school wellness policy as appropriate (7 CFR 210.31(e)(3)).

This assessment determines:

- **Compliance** with the wellness policy; meeting minimum required federal regulations.
- How the wellness policy **compares to model wellness policies.**
- **Progress** made in attaining the goals of the wellness policy **Triennial Assessment ADE Activity and Assessment Tool.**
 - Review and consider evidence-based strategies in determining local school wellness goals (7 CFR 210.31(c)(1)).

Local Wellness Policy

UPDATES TO THE WELLNESS POLICY

- The **frequency of updates** to the local school wellness policy is specific to the LEA, as the **need to update will vary** based on the content and structure of the policy.
- It is **recommended** that the policy is **updated, at a minimum**, after conducting the triennial assessments (7 CFR 210.31(e)(3)).
- LEAs are also required to annually notify the public about the content of the local school wellness policy and any updates to the policy as stated in 7 CFR 210.31(d)(2).
 - LEAs must make these updates/assessments **available to the public at least one time per year.**

Local Wellness Policy

DOCUMENTATION

- ✔ Copy of the **current** wellness policy.
- ✔ Documentation on **how the policy and assessments are made available to the public.**
- ✔ The **most recent assessment of implementation** of the policy.
- ✔ Documentation of **efforts to review and update the policy**, including who was involved in the process and how stakeholders were made aware of their ability to participate.

Local Wellness Policy: **Requirements Summary**



Quiz Time

The Local Wellness Policy can be located by:

- A** Looking it up at your local public library
- B** Contacting your local food distributor
- C** Reaching out to your Human Resources Department within your district to determine where the Governing Board Policy Manual and Administrative Rules and Regulations are located



Quiz Time

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- A** Looking it up at your local public library
- B** Contacting your local food distributor
- C** Reaching out to your Human Resources Department within your district to determine where the Governing Board Policy Manual and Administrative Rules and Regulations are located.

Reach out to your Human Resources Department within your district to determine where the Governing Board Policy and Regulations Manuals are located.

Often LWP can be found on your district's website. A Finance and/or Business Director would also be a great resource to help locate Governing Board Policy and Regulation Manuals

Ask if your LEA is a member of School Board Organizations.



Quiz Time

Nutrition Promotion is the SAME GOAL as Nutrition Education?

A TRUE

B FALSE



Quiz Time

Nutrition Promotion is the SAME GOAL as Nutrition Education?

A TRUE

B FALSE

Local Wellness Policy requires goals for each of the topics. The Comparison to the Model Policy and the ADE Activity Assessment Tool will assist in meeting these requires goals.

- **Nutrition Education teaches students what to eat and why it's important.**
- **Nutrition Promotion creates an environment that makes it easy and appealing for students to choose healthy options.**



SECTION 2

Developing a Local Wellness Policy





Checkpoint: Where are we now?

LEA LOCAL WELLNESS POLICY

The LWP is located and meets requirements consistent with State and Federal regulations.



Compare your LWP with an Assessment Comparison with a Model Policy

Use the Local Wellness Policy Fillable Template designed to meet state and federal regulations.

Developing a Local Wellness Policy

LEAS WILL ASSESS DISTRICT LOCAL WELLNESS

- **Developing** an action-oriented Local Wellness Plan requires a wellness committee to review regulations, establish goals that are specific, measurable, achievable, relevant, and have a date predicted for achievement.
- Creating a **written wellness plan that outlines a school district's goals** for promoting student health and well-being, with a focus on nutrition, physical activity, and other school-based activities.
- **The comparison model wellness policy model and the triennial assessment** supports the Local Wellness Policy (LWP) by providing a structured **support** to evaluate the LWP's effectiveness, compliance, and alignment with best practices. It ensures that districts regularly assess their LWP, identify areas for improvement, and make necessary modifications to promote student health and well-being.

Developing a Local Wellness Policy

POLICIES MUST INCLUDE AN ASSESSMENT OF CURRENT POLICY COMPARED TO A MODEL WELLNESS POLICY AND TRIENNIAL ASSESSMENTS

HNS provides the following tools to assist with the development, goals, implementation and evaluating of your local wellness policy and wellness plans.

- **Local Wellness Policy Assessment Comparison with a Model Policy-**
 - The assessment compares the LWP to model wellness policies, highlighting areas where the LWP aligns well with best practices and areas where improvements are needed.
- **Triennial Assessment ADE Activity and Assessment Tool-**
 - The triennial assessment checks if the LWP is being implemented as written and if schools are adhering to the policy's guidelines.

Developing a Local Wellness Policy

LOCAL WELLNESS POLICY ASSESSMENT COMPARISON WITH A MODEL POLICY

- Supports the LWP and provides support to help evaluate the LWP's **effectiveness, compliance**, and alignment with best practices.
- It ensures that **districts regularly assess** their Local wellness plans, **identifies areas for improvement, and makes necessary modifications** to promote student health and well-being.




• [Local Wellness Policy Assessment Comparison with a Model Policy](#)

Local Wellness Policy:

ASSESSMENT COMPARISON WITH A MODEL POLICY

- Assist, guide, support, and strengthen your LWP.
- Identify areas for improvement.
- Supports the **effectiveness and compliance** of the LWP.
- Follows the framework required for a compliant LWP.
- This tool provides goals to assist in the comparison and documentation of your local wellness policy .



Local Wellness Policy Assessment Comparison with a Model Policy

The Local Wellness Policy Final Rule requires LEAs to assess the extent to which their district Local Wellness Policy aligns with model policies at least once every three years.

Instructions

1. Obtain a copy of your written local wellness policy and any accompanying action plans used to guide implementation.
2. Review each section of your policy and check off the boxes below if your policy or action plan includes language similar to the language below.
3. Tally the number of check boxes for each section of the policy. Add any additional information that is in your policy but not included below.
4. Identify the areas of strength and success, as well as the areas the district wants to work on in the coming years.
5. Share the results with the District Wellness Committee and the public.

Goals for Nutrition Promotion

<input type="checkbox"/> The district will encourage participation in school meal programs. <input type="checkbox"/> The district will implement at least 10 Smarter Lunchroom Techniques. <input type="checkbox"/> School meal program menus will be posted on the district website or individual school sites. <input type="checkbox"/> Menus will include nutrient content and ingredients. <input type="checkbox"/> Participation in meal programs will be promoted to families. <input type="checkbox"/> 100% of foods and beverages promoted to students meet the USDA's Smart Snacks in Schools standards.	<input type="checkbox"/> The district will implement at least 4 of the following 5 Farm to School activities: <ul style="list-style-type: none"> ○ Local and/or regional products are incorporated into the school meal program. ○ Messages about agriculture and nutrition are reinforced throughout the learning environment. ○ School hosts a school garden. ○ School hosts field trips to local farms ○ School utilizes promotions or special events to highlight local/regional products.
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Nutrition Promotion Subtotal of 7

Goals for Nutrition Education

- Nutrition education is designed to provide students with the knowledge and skills necessary to promote and protect their health.
- Nutrition education is taught as part of health education.
- Nutrition education is incorporated into instructions through other subjects like math, science, language arts, social sciences and electives.
- Nutrition education includes enjoyable and developmentally appropriate participatory activities including (but not limited to):
 - Cooking demonstrations
 - Taste testing
 - Promotion of new items
 - School gardens
 - Farm tours
- Lessons will promote fruits, vegetables, whole grain-rich products, low-fat and fat-free dairy, and healthy food preparation methods.
- Education lessons will emphasize caloric balance between food intake and energy expenditure.

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Using this tool will satisfy the USDA requirement for assessing LWP implementation.

Model Policy Assessment Comparison

COMPARE LOCAL WELLNESS POLICY TO THE CHECKLIST IN EACH SECTION

Goals for:

- Nutrition Promotion
- Nutrition Education
- Physical Education and Physical Activity
- Other School-Based Activities that Promote Student Wellness

Policies for:

- School Meal Standards
- Competitive Foods and Beverages
- Celebrations and Rewards
- Fundraisers
- Food and Beverage Marketing

District Wellness Committee:

- Membership
- Leadership


- **Implementation Plan**
- **Recordkeeping**
- **Annual Notification of Policy**
- **Triennial Assessment**
- **Revisions and Updating the Policy**
- **Community Involvement, Outreach and Communications**
- **Additional District Goals and Policies**

Assessment Comparison with a Model Policy

REVIEW LOCAL WELLNESS POLICY ASSESSMENT COMPARISON WITH A MODEL POLICY: INSTRUCTIONS

1. Obtain a copy of your written local wellness policy and any accompanying action plans used to guide implementation.
2. Review each section of your policy and check off the boxes below if your policy or action plan includes language similar to the language below.
3. Tally the number of check boxes for each section of the policy. Add any additional information that is in your policy but not included below.
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Nutrition Promotion Subtotal of 7

Goals for Nutrition Education

- Nutrition education is designed to provide students with the knowledge and skills necessary to promote and protect their health.
- Nutrition education is taught as part of health education.
- Nutrition education is incorporated into instructions through other subjects like math, science, language arts, social sciences and electives.
- Nutrition education includes enjoyable and developmentally appropriate participatory activities including (but not limited to):
 - o Cooking demonstrations
 - o Taste testing
 - o Promotion of new items
 - o School gardens
 - o Farm tours
- Lessons will promote fruits, vegetables, whole grain-rich products, low-fat and fat-free dairy, and healthy food preparation methods.
- Education lessons will emphasize caloric balance between food intake and energy expenditure.

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Goals for Nutrition Promotion

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick goals specific to your LEA:



- The district will encourage participation in school meal programs.
- The district will implement at least 10 Smarter Lunchroom Techniques.
- School meal program menus will be posted on the district website or individual school sites.
- Menus will include nutrient content and ingredients.
- Participation in meal programs will be promoted to families.
- 100% of foods and beverages promoted to students meet the USDA's Smart Snacks in Schools standards.

- The district will implement at least 4 of the following 5 Farm to School activities:
 - Local and/or regional products are incorporated into the school meal program.
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- Lessons will promote fruits, vegetables, whole grain-rich products, low-fat and fat-free dairy, and healthy food preparation methods.
- Education lessons will emphasize caloric balance between food intake and energy expenditure.

Goals for Nutrition Education: Continued

Pick goals specific to your LEA:



- Lessons link with school meal programs, cafeteria nutrition promotion activities, school gardens/Farm to School, and other nutrition related community activities.
- Media literacy with an emphasis on food and beverage marketing is taught.
- Teachers and other staff receive training in nutrition education.
- Elementary Schools- Nutrition education is offered at each grade level as part of sequential, comprehensive standards-based health education curriculum.
- Health education teachers will provide opportunities for students to practice or rehearse the skills taught through the health education curricula.
- Health education lessons include a minimum of 12 of the following essential topics on healthy eating:
 - Relationship between healthy eating and personal health and disease prevention.
 - Food guidance from MyPlate.
 - Reading and using the FDA's Nutrition Facts labels.
 - Eating a variety of foods every day.
 - Balancing food intake and physical activity.
 - Eating more fruits and vegetables and whole grain products.
 - Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain trans-fat.
 - Choosing foods and beverages with little added sugar.
 - Eating more calcium-rich foods
 - Preparing healthy meals and snacks
 - Risks of unhealthy weight control practices
 - Accepting body size difference
 - Food safety
 - Importance of water consumption
 - Importance of eating breakfast
 - Making healthy choices when eating at restaurants eating disorders
 - The Dietary Guidelines for Americans.
 - Reducing sodium intake.
 - Social influences on healthy eating, including media, family, press and peers.
 - How to find valid information or services related to nutrition and dietary behavior.
 - How to develop a plan and track progress toward achieving a personal goal to eat healthfully.
 - Resisting peer pressure related to unhealthy dietary behavior or influencing, supporting, or advocating for others' healthy dietary behavior.

Goals for Physical Education & Activity

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick goals specific to your LEA:



- Physical activity during the day (including but not limited to recess, classroom physical activity breaks, or physical education) will not be used or withheld as punishment for any reason.
- The district will implement a Comprehensive School Physical Activity Program (CSPAP).
- To the extent practicable, the district will ensure that its grounds and facilities are safe and that equipment is available for all students to be active.
- Through a formal joint- or shared-use agreement, indoor and outdoor physical activity facilities and spaces will be open to students, their families, and the community outside of school hours.
- The district will work with schools to ensure that inventories of physical activity supplies and equipment are known and, when necessary, will work with community partners to ensure sufficient quantities of equipment are available to encourage physical activity for as many students as possible.
- All district elementary students in each grade will receive physical education for at least (choose one)
 - 60-89 minutes per week
 - 90-149 minutes per week
 - 150 or more minutes per week
- All district secondary students are required to take the equivalent of one academic year of physical education.
 - Optional- Secondary students will take more than one academic year of physical education.
 - Optional- Secondary students will take physical education throughout all secondary school years.
- The district will provide students with formal, age-appropriate physical education, consistent with national and state standards for physical education.
- Physical education program will promote student physical fitness through individualized fitness and activity assessments (via the Presidential Youth Fitness Program or other appropriate assessment tool).
- Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.
- All physical education teachers in the district will be required to participate in a least a once per year professional development in education.
- All physical education classes in the district are taught by licensed teachers who are certified or endorsed to teach physical education.
- Waivers, exemptions, or substitutions for physical education classes are not granted.
- All elementary schools will offer at least 20 minutes of recess on all days during the school year.
- If recess is offered before lunch, proper hand washing measures will be in place.
- Recess will be offered outdoors when weather is possible.
- Recess is a complement not a substitute for physical education class.
- Recess monitors will encourage students to be active and will serve as role models by being physically active along with students when possible.
- The district offers opportunities for students to participate in physical activity before school.
- The district offers opportunities for students to participate in physical activity after school.
- Health education will be required in all grades (elementary) and the district will require middle and high school students to take a pass at least one health education course.
- Teachers will serve as role models by being physically active alongside students whenever possible.
- The district will include in the health education curriculum a minimum of 12 of the following essential topics on physical activity.
 - The physical, physiological, or social benefits of physical activity
 - How physical activity can contribute to a healthy weight.
 - How physical activity can contribute to the academic learning process.
 - How an inactive lifestyle contributes to chronic disease.
 - Health-related fitness, including cardiovascular endurance, muscular endurance, muscular strength, flexibility and body composition.
 - Differences between physical activity, exercise, and fitness.
 - Phases of an exercise session including warm up, workout, and cool down.
 - Overcoming barriers to physical activity
 - Decreasing sedentary activities such as TV watching
 - Opportunities for physical activity in the community
- Preventing injury during physical activity.
- Weather-related safety, for example, avoiding heat stroke, hypothermia, and sunburn while being physically active.
- How much physical activity is enough, including determining frequency, intensity, time, and type of physical activity.
- Developing an individualized physical activity and fitness plan.
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs such as steroids
- Social influences on physical activity including media, family, peers, and culture.
- How to find valid information or services related to physical activity and fitness.
- How to influence, support, or advocate for others to engage in physical activity
- How to resist peer pressure that discourages physical activity.
- Students will be offered periodic opportunities to be physically active or to stretch throughout the day on all or most days during a typical school week.
- The district recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classroom time at least 3 days per week.
- The district will provide resources and links to resources, tools, and technology with ideas for classroom physical activity breaks.
- Teachers will incorporate movement and kinesthetic learning approaches into "core" subject instruction when possible and will do their part to reduce sedentary behavior during the day.
- The district will support active transport to and from school such as walking or biking.
- The district will encourage active transport by engaging in six or more of the following:
 - Designate safe or preferred routes to school.
 - Promote activities such as participation in international Walk to School Week, National Walk and Bike to School Week.
 - Secure storage facilities for bicycles and helmets.
 - Instruction on walking/bicycling safety provided to students.
 - Promote safe routes to school program to students, staff, parents via newsletters, websites, and local newspaper.
 - Use crossing guards.
 - Use crosswalks on streets leading to schools.
 - Use walking school buses.
 - Document the number of children walking and/or biking to and from school.
 - Create and distribute maps of the school environment (sidewalks, crosswalks, roads, pathways, bike racks etc).

Goals for other School-Based Activities that Promote Student Wellness

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick goals specific to your LEA:



- All school-sponsored events will adhere to the wellness policy guidelines.
- All school-sponsored wellness events will include physical activity and healthy eating opportunities.
- The district will (develop, enhance or continue) relationship with community partners as appropriate, including:
 - Hospitals
 - Universities/colleges
 - Local businesses
 - SNAP-Ed Providers
- The district will promote to parents/caregivers, families, and the general community the benefits of and approaches to healthy eating and physical activity throughout the school year.
- Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts.
- The district will use electronic and non-electronic mechanisms to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.
- The district wellness committee will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff.
 - Subcommittee leader's name is listed in the policy
- Schools in the district will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors, and 3-4 strategies are listed.
- The district promotes staff member participation in health promotion programs.
- The district uses healthy meeting policy for all events with available food options, created by the district wellness committee to optimize healthy food options.
- When possible, the district will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and schools.

Step 2:

Policy

COMPARE YOUR POLICY FOR THE GOALS LISTED BELOW.

- Policies for School Meal Standards
- Competitive Foods and Beverages
- Celebrations and Rewards
- Fundraisers
- Food and Beverage Marketing



Goals for Other School-Based Activities that Promote Student Wellness

- All school-sponsored events will adhere to the wellness policy guidelines.
- All school-sponsored physical activity at
- The district will (de relationship with co including:
- o Hospitals
 - o Universities/co
 - o Local business
 - o SNAP-Ed Prov
- The district will pro families, and the g and approaches to activity throughout
- Families will be int school- sponsored information about
- The district will use mechanisms to en notified of opportu sponsored activitie health promotion e

Policies for School

- All schools in the d School Lunch Pro
- All schools in the d Breakfast Program
- o When possible classroom or v
- All schools in the d participate in the A
- When possible, sc Fruit and Vegetabl
- Meals will be acce
- Meals will be appe students.
- Meals will be serve settings.
- Meals served will r requirements estab statutes and regula
- Students will be all breakfast.
- Students will be all lunch.

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- The district wellness committee will have a staff wellness subcommittee that focuses on staff

Policies for Competitive Foods and Beverages

- Foods and beverages served outside the school meal programs will meet the USDA Smart Snacks in School nutrition standards, at a minimum.

Competitive Food and Beverages ___ of 1

Policies for Celebrations and Rewards

- Foods served to students in grades K-8 will also meet (or exceed) the Smart Snacks in School nutrition standards, per the Arizona Nutrition Standards (ARS 15-242). These guidelines apply to (check all that apply):
- Celebrations and parties- The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration idea.
 - Classroom snacks brought in by parents. The district will provide parents a list of foods and beverages that meet the Smart Snacks nutrition standards.
 - Rewards and incentives- The district will provide teachers and other school staff with a list of alternative ways to reward students.
 - Food and beverage will not be used as a reward.

Celebrations and Rewards ___ of 5

Policies for Fundraisers

- The district will allow exempt fundraisers that sell food that does not meet the USDA's Smart Snacks in Schools standards on the school campuses during the school day.
- The district will submit the exemption request form to ADE for all food related fundraisers when the foods do not meet USDA's Smart Snacks in Schools standards.
- The district has defined what it considers to be 'infrequent' for these exempt fundraisers.
- The district has defined what it considers to be an appropriate short duration for these exempt fundraisers.
- Fundraising done outside of school hours will sell only non-food items or food and beverage that meet the USDA's Smart Snacks in Schools standards.

Fundraising ___ of 5

- The district will not allow exempt fundraisers. All foods and beverages sold as fundraisers will meet USDA's Smart Snacks in Schools standards.
- Fundraisers will include only non-food items and physical activity-based fundraisers will be encouraged.
- OR
- Fundraising done outside of school hours will sell only non-food items or food and beverage that meet the USDA's Smart Snacks in Schools standards.

Fundraising ___ of 3

Policies for Food and Beverage Marketing

- Any food or beverages advertised on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition guidelines. These guidelines apply to (Check all that apply)
- Brand names, trademarks logos or tags, except when placed on a physically present food or beverage product or its container.
 - Displays such as on vending machine exteriors.
 - Corporate brand, logo, trademark, or name on school equipment such as marquees, message boards, scoreboards, etc.

- Corporate brand, logo, trademark, or name on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment, as well as on posters, book covers, school supplies displays etc.
- Advertisements in school publications or mailings.
- Free product samples, taste tests, or coupons of a product or free samples displaying advertising of a product.
- As the district, school nutrition services, athletic director, PTO/PTA reviews existing contracts and considers new contracts, equipment and purchasing, decisions should reflect the applicable marketing guidelines established by the wellness policy.

Food and Beverage Marketing ___ of 8

Policies for School Meal Standards

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick policies specific to your LEA:



- All schools in the district will participate in the National School Lunch Program.
- All schools in the district will participate in the School Breakfast Program.
 - When possible, breakfast will be served in the classroom or via mobile grab and go carts.
- All schools in the district (where appropriate) will participate in the Afterschool Care Snack Program.
- When possible, schools will participate in the Fresh Fruit and Vegetable Program Grant.
- Meals will be accessible to all students.
- Meals will be appealing and attractive to students.
- Meals will be served in clean and pleasant settings.
- Meals served will meet or exceed the current nutrition requirements established by local, state, and Federal statutes and regulations.
- Students will be allowed at least 10 minutes to eat breakfast.
- Students will be allowed at least 20 minutes to eat lunch.
- Menus will be created/reviewed by a Registered Dietitian or other certified nutrition professional.
- School meals are administered by a team of nutrition professionals.
- The district child nutrition program will accommodate students with special dietary needs.
- Students will be served lunch at a reasonable and appropriate time of the day.
- Lunch will follow recess to better support learning and healthy eating.
- Local and/or regional products will be incorporated into the school meal programs.
- Free, potable water will be made available to all students during the meal period.
- Water sources and containers will be maintained on a regular basis to ensure good hygiene and health safety standards.
- Students will be allowed to bring and carry approved water bottles with only water in them throughout the day.

Policies for Competitive Foods and Beverages

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick policies specific to your LEA:



- Foods and beverages served outside the school meal programs will meet the USDA Smart Snacks in School nutrition standards, at a minimum.

Policies for Celebrations and Rewards

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick policies specific to your LEA:



Foods served to students in grades K-8 will also meet (or exceed) the Smart Snacks in School nutrition standards, per the Arizona Nutrition Standards (ARS 15-242).
These guidelines apply to (check all that apply):

- Celebrations and parties- The district will provide a list of healthy party ideas to parents and teachers, including non-food celebration idea.
- Classroom snacks brought in by parents. The district will provide parents a list of foods and beverages that meet the Smart Snacks nutrition standards.
- Rewards and incentives- The district will provide teachers and other school staff with a list of alternative ways to reward students.
- Food and beverage will not be used as a reward.

Celebrations and Rewards of 5

Policies for Fundraisers

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick policies specific to your LEA:



- The district will allow exempt fundraisers that sell food that does not meet the USDA's Smart Snacks in Schools standards on the school campuses during the school day.
- The district will submit the exemption request form to ADE for all food related fundraisers when the foods do not meet USDA's Smart Snacks in Schools standards.
- The district has defined what it considers to be 'infrequent' for these exempt fundraisers.
- The district has defined what it considers to be an appropriate short duration for these exempt fundraisers.
- Fundraising done outside of school hours will sell only non-food items or food and beverage that meet the USDA's Smart Snacks in Schools standards.

Fundraising of 5

- OR
- The district will not allow exempt fundraisers. All foods and beverages sold as fundraisers will meet USDA's Smart Snacks in Schools standards.
 - Fundraisers will include only non-food items and physical activity-based fundraisers will be encouraged.
 - Fundraising done outside of school hours will sell only non-food items or food and beverage that meet the USDA's Smart Snacks in Schools standards.

Fundraising of 3

Policies for Food and Beverage Marketing

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick policies specific to your LEA:



- Any food or beverages advertised on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition guidelines.
These guidelines apply to (Check all that apply)
 - Brand names, trademarks logos or tags, except when placed on a physically present food or beverage product or its container.
 - Displays such as on vending machine exteriors.
 - Corporate brand, logo, trademark, or name on school equipment such as marquees, message boards, scoreboards, etc.
- Corporate brand, logo, trademark, or name on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment, as well as on posters, book covers, school supplies displays etc.
- Advertisements in school publications or mailings.
- Free product samples, taste tests, or coupons of a product or free samples displaying advertising of a product.
- As the district, school nutrition services, athletic director, PTO/PTA reviews existing contracts and considers new contracts, equipment and purchasing, decisions should reflect the applicable marketing guidelines established by the wellness policy.

Step 3:

District Wellness Committee

COMPARE YOUR POLICY TO THE WELLNESS COMMITTEE LISTED BELOW.

- District Wellness Committee Membership
- District Wellness Committee Leadership



District Wellness Committee Membership

- The district convenes a representative district wellness committee (DWC).
- DWC includes representation from all school levels including (but not limited to):
 - All school levels Parents/Caregivers Students
 - Representative from School Nutrition Programs
 - Physical education teacher
 - Health education teacher
 - School health professionals (nurses)
 - Mental health and social services staff (counselors, psychologists, social workers)
 - Administrators
 - School board members
 - Health professionals (dietitians, doctors, nurses) The general public
 - To the extent possible, a representative from each school
- The DWC meets at least 4 times per year.
- DWC includes representation from community partners (when feasible)
- Language that each school within the district will establish an on-going school wellness committee to review school-level, health related issues in coordination with the DWC.
- The public is notified of their ability to participate in the LWP process.

District Wellness Committee Membership ___ of 6

District Wellness Committee Leadership

- Superintendent or other designee is listed as the person who will convene the DWC and facilitate development of and updates to the wellness policy and will ensure each school's compliance with the policy.
 - Designee is _____
 - Other committee members' names are listed in the policy.
- Each school has designated a wellness policy coordinator who will ensure compliance with the policy.

District Wellness Committee Leadership ___ of 2

Implementation Plan

- The district has a plan for implementation to manage and coordinate the execution of this wellness policy.
- The plan includes roles, responsibilities, actions and timelines specific to each school and includes information about who will be responsible to make changes.
- Schools use a specific tool (Alliance's Healthy Schools Program, Action for Healthy Kids Game On, ADE's activity and assessment tool etc.) to complete a school-level assessment prior to developing the implementation plan.
- The wellness policy and progress reports are posted online and the URL for their online location is included in the policy.

Implementation Plan ___ of 4

Recordkeeping

- The district has a plan for retaining records to document compliance with the wellness policy.
- The location of the records is listed in the policy.
 - Documentation kept on file includes (check all that apply):
 - Written wellness policy
 - Documentation demonstrating it has been made available to the public.
 - Documentation of efforts to review and update the policy, including indication of who is involved in the update and the methods the district uses to make stakeholders aware of their ability to participate.
 - Documentation to demonstrate compliance with the annual public notification requirements.
 - The most recent assessment on implementation of the school wellness policy
 - Documentation demonstrating the most recent assessment on the implementation of the policy has been made available to the public.

Recordkeeping ___ of 8

District Wellness Committee Membership

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick actions specific to your LEA:



- The district convenes a representative district wellness committee (DWC).
- DWC includes representation from all school levels including (but not limited to):
 - All school levels Parents/Caregivers Students
 - Representative from School Nutrition Programs
 - Physical education teacher
 - Health education teacher
 - School health professionals (nurses)
 - Mental health and social services staff (counselors, psychologists, social workers)
 - Administrators
 - School board members
 - Health professionals (dietitians, doctors, nurses) The general public
 - To the extent possible, a representative from each school

- The DWC meets at least 4 times per year.
- DWC includes representation from community partners (when feasible)
- Language that each school within the district will establish an on-going school wellness committee to review school-level, health related issues in coordination with the DWC.
- The public is notified of their ability to participate in the LWP process.

District Wellness Committee Leadership

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick actions specific to your LEA:



- Superintendent or other designee is listed as the person who will convene the DWC and facilitate development of and updates to the wellness policy and will ensure each school's compliance with the policy.
 - o Designee is _____
 - o Other committee members' names are listed in the policy.
- Each school has designated a wellness policy coordinator who will ensure compliance with the policy.

Step 4:

Implementation, Monitoring, Accountability and Notification

COMPARE SECTIONS BELOW TO THE LWP.

- Implementation Plan
- Recordkeeping
- Annual Notification of Policy
- Triennial Assessment
- Revisions and Updating the Policy
- Community Involvement, Outreach and Communications



District Wellness Committee Membership

The district convenes a representative district wellness committee (DWC). The DWC meets at least 4 times per year.

DWC includes representation from community partners

Annual Notification of Policy

The district will actively inform families and the public each year of basic information about the policy, including its content, updates, and implementation status.

The district will make this information available via the district website and/or district-wide communications.

Annual Notification of Policy

The district will actively inform families and the public each year of basic information about the policy, including its content, updates, and implementation status.

The district will make this information available via the district website and/or district-wide communications.

Communications include (check all that apply):

As much information as possible about the school nutrition environment

Summary of the district's or school's events and activities related to wellness policy implementation

Publication of the name and contact info of the officials leading the wellness committee

Information about how the public can get involved.

Annual Notification of Policy ___ of 6

Triennial Assessment

At least once every three years, the district will evaluate compliance with the wellness policy. This will include:

The extent to which schools under the jurisdiction of the district are in compliance with the wellness policy.

The extent to which the district's policy compares to the Alliance for a Healthier Generation's model policy.

A description of the progress made in attaining the goals in the wellness policy

The person responsible for managing the triennial assessment name and contact info is listed in the policy.

The district will actively notify households of the availability of the triennial progress report.

Triennial Assessment ___ of 3

Revisions and Updating the Policy

The DWC will update or modify the wellness policy based on the results of the annual school health index and triennial assessments.

Policy will be updated when (check all that apply):

District priorities change,

Community needs change,

Wellness goals are met,

New health science information emerges,

New state or federal guidance/standards are issued.

Revisions and Updating the Policy ___ of 6

Community Involvement, Outreach and Communications

The district is committed to being responsive to community input.

District will actively communicate ways in which representatives of the DWC and others can participate in the development, implementation and periodic review and update of the policy through a variety of means appropriate for the district.

The district will inform parents of (check all that apply):

Improvements to school meals standards

How to apply for meal benefits

A description of and compliance with the Smart Snacks in Schools nutrition standards

Updates to the policy at least annually

Annual and triennial reports and assessments

Communications will include culturally and linguistically appropriate language.

The district will use (check all that apply):

Email

Notices on district website

Newsletters

Presentations to parents

Sending information home

Community Involvement, Outreach, and Communications ___ of 13

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Implementation Plan

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick actions specific to your LEA:



- The district has a plan for implementation to manage and coordinate the execution of this wellness policy.
- The plan includes roles, responsibilities, actions and timelines specific to each school and includes information about who will be responsible to make changes.
- Schools use a specific tool (Alliance's Healthy Schools Program, Action for Healthy Kids Game On, ADE's activity and assessment tool etc.) to complete a school-level assessment prior to developing the implementation plan.
- The wellness policy and progress reports are posted online and the URL for their online location is included in the policy.

Recordkeeping

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick actions specific to your LEA:



- The district has a plan for retaining records to document compliance with the wellness policy.
- The location of the records is listed in the policy.
Documentation kept on file includes (check all that apply):
 - Written wellness policy
 - Documentation demonstrating it has been made available to the public.
 - Documentation of efforts to review and update the policy, including indication of who is involved in the update and the methods the district uses to make stakeholders aware of their ability to participate.
 - Documentation to demonstrate compliance with the annual public notification requirements.
 - The most recent assessment on implementation of the school wellness policy
 - Documentation demonstrating the most recent assessment on the implementation of the policy has been made available to the public.

Annual Notification of Policy

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick actions specific to your LEA:



- The district will actively inform families and the public each year of basic information about the policy, including its content, updates, and implementation status.
- The district will make this information available via the district website and/or district-wide communications.
Communications include (check all that apply):
 - As much information as possible about the school nutrition environment
 - Summary of the district's or school's events and activities related to wellness policy implementation
 - Publication of the name and contact info of the officials leading the wellness committee
 - Information about how the public can get involved.

Revisions and Updating the Policy

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick actions specific to your LEA:



- The DWC will update or modify the wellness policy based on the results of the annual school health index and triennial assessments.
Policy will be updated when (check all that apply)
 - District priorities change,
 - Community needs change,
 - Wellness goals are met,
 - New health science information emerges,
 - New state or federal guidance/standards are issued.

Community Involvement, Outreach and Communications

CHECK OFF THE BOXES BELOW IF YOUR POLICY INCLUDES LANGUAGE SIMILAR TO THE LANGUAGE BELOW.

Pick actions specific to your LEA:



- The district is committed to being responsive to community input.
- District will actively communicate ways in which representatives of the DWC and others can participate in the development, implementation and periodic review and update of the policy through a variety of means appropriate for the district.
- The district will inform parents of (check all that apply):
 - Improvements to school meals standards
 - How to apply for meal benefits
 - A description of and compliance with the Smart Snacks in Schools nutrition standards
 - Updates to the policy at least annually
 - Annual and triennial reports and assessments

- Communications will include culturally and linguistically appropriate language.
The district will use (check all that apply):
 - Email
 - Notices on district website
 - Newsletters
 - Presentations to parents
 - Sending information home

Step 5:

Additional District Goals and Policies

SPECIFIC TO THE LEA

- Additional District Goals and Policies included in LWP that are not included in the Comparison to a Model assessment.



Additional District Goals and Policies

Other Goals:

Additional District Goals _____

Other Policies and Standards:

Other Policies and Standards _____

COMPARISON SUMMARY

Goals for Nutrition Promotion	_____ of 7
Goals for Nutrition Education	_____ of 12
Goals for Physical Activity and Physical Education	_____ of 29
Goals for Other Wellness Activities	_____ of 11
Policies for School Meal Standard	_____ of 19
Policies for Competitive Foods and Beverages	_____ of 1
Policies for Celebrations and Rewards	_____ of 5
Policies for Fundraising	_____ of 5 or _____ of 3
Policies for Food and Beverage Marketing	_____ of 8
Committee Membership	_____ of 6
Committee Leadership	_____ of 2
Implementation Plan	_____ of 4
Recordkeeping	_____ of 8
Annual Notification of Policy	_____ of 6
Triennial Assessment	_____ of 3
Revisions and Updating the Policy	_____ of 6
Community Involvement, Outreach, and Communications	_____ of 13
Additional District Goals	_____
Additional District Policies and Standards	_____

Areas where our policy aligns well with a model:

Areas that present an opportunity for revision:

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Additional District Goals and Policies

LIST OTHER GOALS AND/OR OTHER STANDARDS SPECIFIC TO YOUR LEA.

Write your own goals and standards:



Other Goals:

Additional District Goals _____

Other Policies and Standards:

Other Policies and Standards _____

Step 6:


Comparison Summary


COMPARISON SUMMARY:

Tally totals for each section.



Additional District Goals and Policies

Other Goals: 


Other Policies and Standards: 


Additional District Goals _____

Other Policies and Standards _____

COMPARISON SUMMARY

Goals for Nutrition Promotion	_____ of 7
Goals for Nutrition Education	_____ of 12
Goals for Physical Activity and Physical Education	_____ of 29
Goals for Other Wellness Activities	_____ of 11
Policies for School Meal Standard	_____ of 19
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Committee Leadership	_____ of 2
Implementation Plan	_____ of 4
Recordkeeping	_____ of 8
Annual Notification of Policy	_____ of 6
Triennial Assessment	_____ of 3
Revisions and Updating the Policy	_____ of 6
Community Involvement, Outreach, and Communications	_____ of 13
Additional District Goals	_____
Additional District Policies and Standards	_____

Areas where our policy aligns well with a model: 

Areas that present an opportunity for revision: 

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Comparison Summary

REVIEW TALLY TOTALS FOR EACH SECTION

- Identify where the policy aligns well with the model
- Identify areas that present an opportunity for revision



COMPARISON SUMMARY

Goals for Nutrition Promotion	_____	of 7
Goals for Nutrition Education	_____	of 12
Goals for Physical Activity and Physical Education	_____	of 29
Goals for Other Wellness Activities	_____	of 11
Policies for School Meal Standard	_____	of 19
Policies for Competitive Foods and Beverages	_____	of 1
Policies for Celebrations and Rewards	_____	of 5
Policies for Fundraising	_____	of 5 or
	_____	of 3
Policies for Food and Beverage Marketing	_____	of 8
Committee Membership	_____	of 6
Committee Leadership	_____	of 2
Implementation Plan	_____	of 4
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Annual Notification of Policy	_____	of 6
Triennial Assessment	_____	of 3
Revisions and Updating the Policy	_____	of 6
Community Involvement, Outreach, and Communications	_____	of 13
Additional District Goals	_____	
Additional District Policies and Standards	_____	

Areas where our policy aligns well with a model:

Areas that present an opportunity for revision:

Quiz Time

True or False? Using the Comparison to a Model Policy supports the EFFECTIVENESS and COMPLIANCE of the Local Wellness Policy.

A TRUE

B FALSE



Quiz Time

True or False? Using the Comparison to a Model Policy supports the EFFECTIVENESS and COMPLIANCE of the Local Wellness Policy.



A

TRUE

B

FALSE

True!

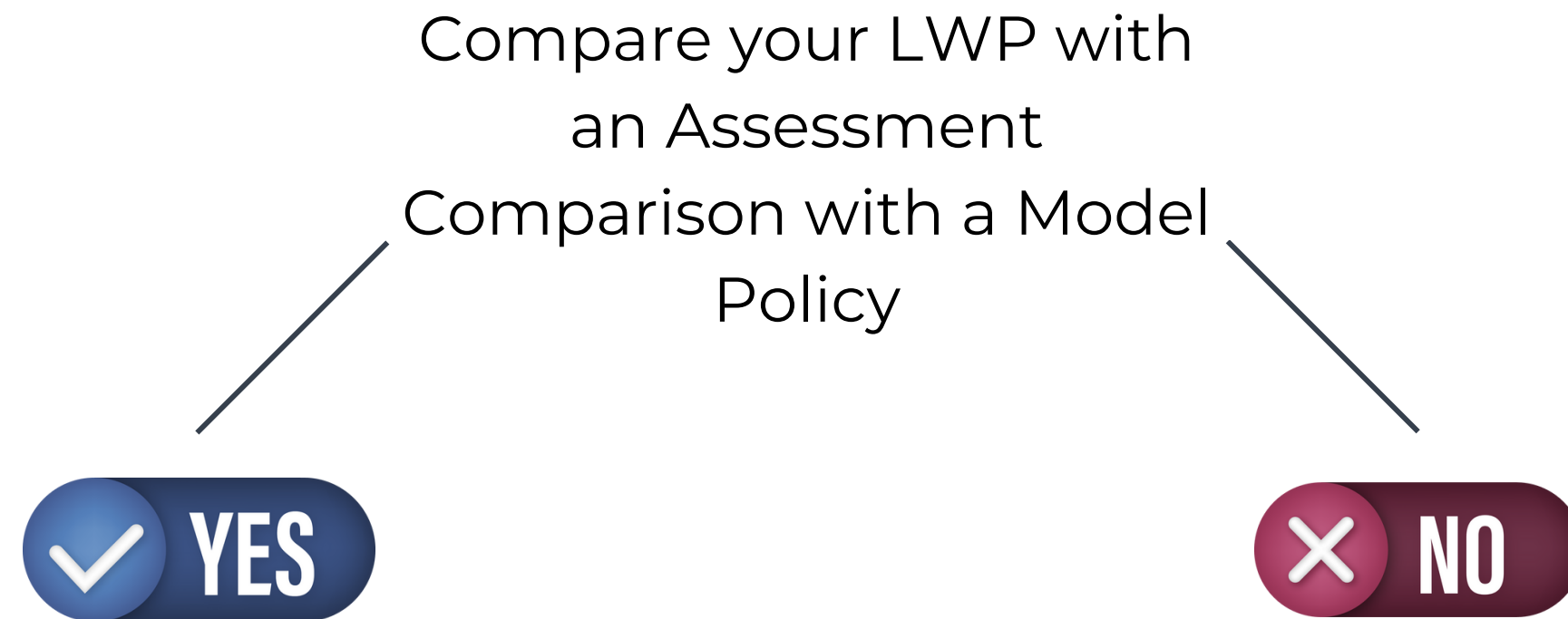
The Comparison to a Model Policy identifies areas for improvement, ensuring alignment with federal standards, and demonstrating progress in achieving wellness goals. This assessment, a requirement for all Local Educational Agencies (LEAs), helps to strengthen the written policy and its implementation, ultimately leading to better student health outcomes.



Checkpoint: Where are we now?



ASSESSMENT COMPARISON WITH A MODEL POLICY



Each section is reviewed and boxes are checked that include language similar to the language in the LWP. Checked boxes are tallied from each section and Comparison Summary has been completed.

Review/Revise the LWP to ensure all requirements are consistent with current State and Federal Regulations.

Triennial Assessment

AT A MINIMUM, ASSESSMENTS MUST BE CONDUCTED ONCE EVERY THREE YEARS AS DESCRIBED IN 7 CFR 210.31(E)

- The ADE Activity and Assessment Tool (AAT) supports the LWP by providing structured guidance to the policy effectiveness, compliance, and alignment with best practices.
- It ensures that **districts regularly assess and document their Local wellness plans, identify areas for improvement, and make necessary modifications to promote student health and wellbeing.**




- [Triennial Assessment ADE Activity and Assessment Tool \(District Version\)](#)

Triennial Assessment

ADE ACTIVITY AND ASSESSMENT TOOL

- Using this tool will satisfy the USDA requirement for assessing LWP implementation.

Local Wellness Policy Activity and Assessment Tool



About the Local Wellness Policy Activity and Assessment Tool

LEAs are required to have a written local wellness policy (LWP), and at least once every three years, they must assess the implementation of what is written in the policy. Some written components can be easily assessed by asking the question, "Did we do this?" while others are more difficult to measure. ADE recommends using this tool to document the exact actions you expect to be completed and determine if your LEA is doing what is written in the policy. The District Wellness Committee can use this list of actions to select from when writing goals and policies in the LWP. Note, you should select at least one action from each section; selecting all actions is not required.

National School Lunch Program. ADE recommends writing each of the selected actions into your LWP. This tool is designed to be an action plan that guides your implementation and assessment of your LWP.

I. WELLNESS GOALS

The LWP must include goals in the areas of Nutrition Promotion, Nutrition Education, Physical Activity, and Other Activities to Promote Student Wellness. For each section, choose the activities you'll implement and determine how many schools will work toward implementing the activities. Then, use the activities selected to write a goal in each area on the LWP Template. When monitoring implementation of the LWP at each school, record the number of schools that successfully completed the action(s) selected.

GOAL: NUTRITION PROMOTION	Year 1		Year 2		Year 3	
<i>Nutrition Promotion includes activities and participation in programs that promote and reinforce health and emphasize the school's commitment to a healthy school nutrition environment.</i>	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action
<input type="checkbox"/> The district encourages participation in meal programs as appropriate (School Breakfast, National School Lunch, Afterschool Care Snack, Fresh Fruit and Vegetable Program etc.).						
<input type="checkbox"/> School meal program menus are posted on the district website or individual school sites.						
<input type="checkbox"/> Menus include nutrient content and ingredients.						
<input type="checkbox"/> Participation in meal programs is promoted to families.						
<i>Farm to School Activities (best practice is to choose a minimum of 4 activities):</i>						
<input type="checkbox"/> Local and/or regional products are incorporated into the school meal program.						
<input type="checkbox"/> Messages about agriculture and nutrition are reinforced throughout the learning environment.						
<input type="checkbox"/> School hosts a school garden.						
<input type="checkbox"/> School hosts field trips to local farms.						
<input type="checkbox"/> School utilizes promotions or special events to highlight local/regional products.						
<i>Smarter Lunchroom techniques are implemented in the cafeteria (best practice is to choose a minimum of 10 techniques to implement at each school):</i>						
<input type="checkbox"/> Smarter Lunchroom Technique						
<input type="checkbox"/> Smarter Lunchroom Technique						

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ADE Activity and Assessment Tool Breakdown

DONT GET OVERWHELMED

The next few slides are broken down into a more simple and easy to follow explanation of the using the **Activity and Assessment Tool (AAT)**



Triennial Assessment: ADE Activity and Assessment Tool (AAT)


THE LOCAL WELLNESS POLICY FINAL RULE REQUIRES LOCAL EDUCATION AGENCIES TO ASSESS THEIR OWN DISTRICT LOCAL WELLNESS.

Review ADE Activity and Assessment Tool with INSTRUCTIONS

- Note, you should select at least **one action from each section**; selecting all actions is not required.



Local Wellness Policy Activity and Assessment Tool



About the Local Wellness Policy Activity and Assessment Tool

LEAs are required to have a written local wellness policy (LWP), and at least once every three years, they must assess the implementation of what is written in the policy. Some written components can be easily assessed by asking the question, "Did we do this?" while others are more difficult to measure. ADE recommends using this tool to document the exact actions you expect to be completed and determine if your LEA is doing what is written in the policy. The District Wellness Committee can use this list of actions to select from when writing goals and policies in the LWP. Note, you should select at least one action from each section; selecting all actions is not required.

National School Lunch Program. ADE recommends writing each of the selected actions into your LWP. This tool is designed to be an action plan that guides your implementation and assessment of your LWP.

I. WELLNESS GOALS

The LWP must include goals in the areas of Nutrition Promotion, Nutrition Education, Physical Activity, and Other Activities to Promote Student Wellness. For each section, choose the activities you'll implement and determine how many schools will work toward implementing the activities. Then, use the activities selected to write a goal in each area on the LWP Template. When monitoring implementation of the LWP at each school, record the number of schools that successfully completed the action(s) selected.

GOAL: NUTRITION PROMOTION	Year 1		Year 2		Year 3	
Nutrition Promotion includes activities and participation in programs that promote and reinforce health and emphasize the school's commitment to a healthy school nutrition environment.	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action
<input type="checkbox"/> The district encourages participation in meal programs as appropriate (School Breakfast, National School Lunch, Afterschool Care Snack, Fresh Fruit and Vegetable Program etc.).						
<input type="checkbox"/> School meal program menus are posted on the district website or individual school sites.						
<input type="checkbox"/> Menus include nutrient content and ingredients.						
<input type="checkbox"/> Participation in meal programs is promoted to families.						
Farm to School Activities (best practice is to choose a minimum of 4 activities):						
<input type="checkbox"/> Local and/or regional products are incorporated into the school meal program.						
<input type="checkbox"/> Messages about agriculture and nutrition are reinforced throughout the learning environment.						
<input type="checkbox"/> School hosts a school garden.						
<input type="checkbox"/> School hosts field trips to local farms.						
<input type="checkbox"/> School utilizes promotions or special events to highlight local/regional products.						
Smarter Lunchroom techniques are implemented in the cafeteria (best practice is to choose a minimum of 10 techniques to implement at each school):						
<input type="checkbox"/> Smarter Lunchroom Technique						
<input type="checkbox"/> Smarter Lunchroom Technique						

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Triennial Assessment: AAT

BE SURE TO CHOOSE ONE ACTION FROM EACH BULLET POINT (SELECTING ALL ACTIONS IS NOT REQUIRED).

Wellness Goals:

- Goal: Nutrition Promotion
- Goal: Nutrition Education
- Goal: Physical Activity
- Goal: Other activities that promote student wellness

District Policies:

- District Policy: School Meal Standards
- District Policy: Competitive food and beverages (food sold to students)
- District Policy: Celebrations and rewards (food SERVED to students)
- District Policy: Fundraising
- District Policy: Food and beverage marketing

District Wellness Committee:

- Community Role and Membership
- Leadership

Implementation, monitoring, accountability and notification:

- Implementation Plan
- Triennial Progress Assessments
- Revisions and updating the policy
- Notification of wellness policy, policy updates and triennial assessment
- Recordkeeping

Triennial Assessment: AAT

BE SURE TO CHOOSE ONE ACTION FROM EACH BULLET POINT (SELECTING ALL ACTIONS IS NOT REQUIRED)

WELLNESS GOALS

- Nutrition **Promotion**
- Nutrition **Education**
- Physical Activity
- Other Activities that Promote Student Wellness

DISTRICT POLICIES

- School Meal Standards
- Competitive Food and Beverages (food sold to students)
- Fundraising
- Food and Beverage Marketing

DISTRICT WELLNESS COMMITTEE

- Committee Role and Membership
- Leadership

IMPLEMENTATION, MONITORING, ACCOUNTABILITY AND NOTIFICATION

- Implementation Plan
- Triennial Progress Assessments
- Revisions and Updating the Policy
- Notification of Wellness Policy, Policy Updates and Triennial Assessment
- Recordkeeping

ADE Activity and Assessment Tool

CHOOSE ONE ACTION FROM EACH BULLET POINT (SECTION)


- SELECTING ALL ACTIONS IS NOT REQUIRED

Wellness Goals:

- Goal: Nutrition Promotion
- Goal: Nutrition Education
- Goal: Physical Activity
- Goal: Other activities that promote student wellness



Local Wellness Policy Activity and Assessment Tool



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GOAL: NUTRITION PROMOTION <i>Nutrition Promotion includes activities and participation in programs that promote and reinforce health and emphasize the school's commitment to a healthy school nutrition environment.</i>	Year 1		Year 2		Year 3	
	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action	# schools working on this action	# schools successfully completing this action
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ADE Activity and Assessment Tool

CHOOSE ONE ACTION FROM EACH BULLET POINT (SECTION)

- SELECTING ALL ACTIONS IS NOT REQUIRED

District Policies:

- District Policy: School Meal Standards
- District Policy: Competitive food and beverages (food sold to students)
- District Policy: Celebrations and rewards (food SERVED to students)
- District Policy: Fundraising
- District Policy: Food and beverage marketing



Local Wellness Policy Activity and Assessment Tool

<input type="checkbox"/> Strategy 4:						
<input type="checkbox"/> The district promotes staff member participation in health promotion programs.						
<input type="checkbox"/> The district has a healthy meeting policy for all events with available food options, created by the district wellness committee to optimize healthy food options.						
Professional Learning						
<input type="checkbox"/> The district offers annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and schools.						
Other Activities to Promote Wellness						
<input type="checkbox"/> Each school has a health professional on site for at least half the school day.						
<input type="checkbox"/> The district supports health fairs at ___ schools per year.						
<input type="checkbox"/> Other:						
<input type="checkbox"/> Other:						
<input type="checkbox"/> Other:						

II. DISTRICT POLICIES
 In each of the following sections, select and/or describe the policies that will apply to all schools in the district. Some of the policies are required and thus, already selected. Then, write the selected policies in the **LWP Template**. When you monitor implementation, you will report on how many schools comply with the district policies, or if the district as a whole is in compliance with the policy.

DISTRICT POLICY: SCHOOL MEALS STANDARDS	Year 1	Year 2	Year 3
<i>At a minimum, the school meal standards should meet the New Meal Pattern requirements. LEAs can establish additional standards important to the district. This section should also include standards for the meal service area, menu composition (use of local produce) and guidelines for water availability during meals.</i>	% of schools in compliance	% of schools in compliance	% of schools in compliance
National School Lunch Program			
<input type="checkbox"/> All schools in the district participate in the National School Lunch Program.			
<input type="checkbox"/> Lunch meals served meet the new meal pattern requirements including minimum requirements for fruits, vegetables (and subgroups), whole grain-rich foods, meat/meat alternates and 2 varieties of milk.			
<input type="checkbox"/> ___ percent of lunch items will be prepared from scratch or made on site.			
<input type="checkbox"/> Students are served lunch at a reasonable and appropriate time of the day.			
<input type="checkbox"/> Lunch follows recess to better support learning and healthy eating.			
<input type="checkbox"/> Students have adequate time to eat:			
<input type="checkbox"/> Students have 10 minutes of seated time			

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ADE Activity and Assessment Tool

CHOOSE ONE ACTION FROM EACH BULLET POINT (SECTION)

- SELECTING ALL ACTIONS IS NOT REQUIRED

District Wellness Committee:

- Community Role and Membership
- Leadership



Local Wellness Policy Activity and Assessment Tool

<input type="checkbox"/> <i>Guideline:</i>						
DISTRICT POLICY: FOOD AND BEVERAGE MARKETING						
<i>LEAs that allow marketing of food and beverages to students must include plans and policies that allow the marketing of only those foods and beverages that may be sold on the school campus during the school day (i.e. that meet the USDA's Smart Snacks in Schools) LEAs have the discretion to enact broader policies that address marketing that occurs at events outside of school hours.</i>						
	Year 1	Year 2	Year 3			
	% of schools in compliance	% of schools in compliance	% of schools in compliance			
<input type="checkbox"/> All foods and beverages advertised on the school campus during the school day meet or exceed the USDA Smart Snacks in School nutrition guidelines. These guidelines apply to (Check all that apply)						
<input type="checkbox"/> Vending machine exteriors						
<input type="checkbox"/> School equipment such as marquees, message boards, scoreboards, busses etc.						
<input type="checkbox"/> Cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment						
<input type="checkbox"/> Posters, book covers, school supplies display, etc.						
<input type="checkbox"/> Advertisements in school publications or mailings						
<input type="checkbox"/> Free product samples, taste tests, or coupons of a product or free samples displaying advertising of a product						
<i>The district has established additional guidelines for all foods and beverages marketed to students:</i>						
<input type="checkbox"/> As the district, school nutrition services, athletic director, PTO/PTA reviews existing contracts and considers new contracts, equipment and purchasing, decisions reflect applicable marketing guidelines established by the LWP.						
<input type="checkbox"/> <i>Guideline:</i>						
<input type="checkbox"/> <i>Guideline:</i>						
<input type="checkbox"/> <i>Guideline:</i>						
III. DISTRICT WELLNESS COMMITTEE						
<i>The District is required to convene a representative district wellness committee that meets to establish goals and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this district-level wellness policy.</i>						
COMMITTEE ROLE AND MEMBERSHIP						
<i>The district must notify the public of their ability to participate in the LWP process. LEAs should establish details of how the LWP will be convened and how it will operate.</i>						
	Year 1	Year 2	Year 3			
	YES	NO	YES	NO	YES	NO
<input type="checkbox"/> The district convenes a representative District Wellness Committee (DWC).						
<input type="checkbox"/> The District Wellness Committee meets ___ times per year.						

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ADE Activity and Assessment Tool

CHOOSE ONE ACTION FROM EACH BULLET POINT (SECTION)

- SELECTING ALL ACTIONS IS NOT REQUIRED

Implementation, monitoring, accountability and notification:

- Committee role and membership
- Implementation Plan
- Triennial Progress Assessments
- Revisions and updating the policy
- Notification of wellness policy, policy updates and triennial assessment
- Recordkeeping



Local Wellness Policy Activity and Assessment Tool

IV. IMPLEMENTATION, MONITORING, ACCOUNTABILITY AND NOTIFICATION

Convening a district wellness committee and writing the policy is the first step in the LWP process. However, districts are also responsible for implementing, monitoring, and notifying the public about the LWP. Annual reviews and updates to the policy are recommended, while a thorough assessment of compliance is required every three years.

	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
IMPLEMENTATION PLAN <i>Once the wellness policy is written, the district will need to communicate to the goals and policies to all schools. Schools will then implement the policies and begin working toward the goals as appropriate. The implementation of the policies should be consistent across all schools, but the actions that work toward meeting the goals may vary from school to school.</i>						
<input type="checkbox"/> Schools conducted a school-level assessment prior to developing an implementation plan. The assessment used was: <input type="checkbox"/> The Alliance for a Healthier Generation Healthy Schools Program; <input type="checkbox"/> The School Health Index <input type="checkbox"/> Action for Healthy Kids Game On program <input type="checkbox"/> Other program: _____						
<input type="checkbox"/> The district has a plan for implementation to manage and coordinate the execution of this wellness policy at each school.						
<input type="checkbox"/> The plan includes roles, responsibilities, actions and timelines specific to each school and includes information about who will be responsible to make changes.						

	Year 1		Year 2		Year 3	
	YES	NO	YES	NO	YES	NO
TRIENNIAL PROGRESS ASSESSMENTS <i>At least once every three years, the District must assess compliance with their wellness policy and assess progress toward meeting the goals of the wellness policy.</i>						
<input type="checkbox"/> At least once every three years, the district evaluates compliance with the wellness policy.						
The evaluation includes:						
<input type="checkbox"/> The extent to which schools under the jurisdiction of the district are following the wellness policy.						
<input type="checkbox"/> The extent to which the district's policy compares to a model policy.						
<input type="checkbox"/> A description of the progress made in attaining the goals of the district's wellness policy.						
<input type="checkbox"/> The district designated a person responsible for managing the triennial assessment: This designee is: _____						

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Local Wellness Policy: Summary

AT A MINIMUM: THE LOCAL WELLNESS POLICY IS REQUIRED TO INCLUDE THE SUMMARY LISTED BELOW

Once the process is broken down, it is easier to see how the the comparison model and Triennial Assessment (ADE Activity and Assessment Tool) work together to **SUPPORT** documentation throughout the progress in strengthening the LWP.

SUPPORT

LOCAL WELLNESS POLICY REQUIREMENTS AT LOCAL EDUCATION AGENCY:

- The Comparison with a Model Wellness Policy and
- The Triennial Assessment (ADE Activity and Assessment Tool) both **SUPPORT** the Local Wellness Policy (LWP)

Checkpoint: Where are we now?



ACTIVITY AND ASSESSMENT TOOL

The Activity and Assessment Tool is used to document the exact actions expected to be completed and determine if the LEA is doing what is written in the policy at least once every three (3) years



The tool is used as an action plan to help document and guide the District Wellness Committee with tracking and measuring goals that align with the LWP.



Review goals and implementation of the tool. Identify strengths and weaknesses. Revise to meet requirements.

Quiz Time

True or False? The ADE Activity and Assessment Tool must be completed every year.

A TRUE

B FALSE



Quiz Time

True or False? The ADE Activity and Assessment Tool must be completed every year.

A TRUE

B FALSE

False!

At a minimum, assessments must be conducted once every three years as described in 7 CFR 210.31(e); this is referred to as the triennial assessment.

The primary purpose of the triennial assessment is to continuously evaluate and enhance the LWP.






SECTION 3
**Implementing
and Evaluating
Local Wellness
Policy**



Implementing a Local Wellness Policy

WHERE ARE WE NOW IN THE PROCESS?

The triennial assessment and comparison model provide a systematic approach to ensure that the LWP is not only implemented effectively but also continuously improved to meet the evolving needs of students and the school community.

- Located the LEA's Local Wellness Policy 
- The Local Wellness Policy has been Compared with a Model Policy 
- Triennial Assessment 
- **Show progress made in attaining the goals (action plan using the AAT)**

Implementing a Local Wellness Policy

IMPLEMENTATION

- **Translate your results into an action plan.**
 - The action plan can be as simple or elaborate. Outline activities, dates, resources, etc. for each priority.
 - Bring a copy of your action plan to each wellness meeting in order to document and review progress.
- **Select and search for activity ideas.**
 - Identify your top priorities for the year, find resources and activities that align with your action plan.
- **Put the plan into action.**
 - Track your progress. Update objectives and check off completed actions during the year.

Implementation Ideas

IMPLEMENTATION

- **Include students when creating and implementing your action plan.**
 - Capture your target audience! Talk with the students and get them involved.
- **Get others on your side and inspire them to join your LWP Leadership meetings!**
 - Engage key groups of adults – such as school staff, parents, school board members, community organizations, and local business owners – who want to support your vision to create a healthier school.
- **Celebrate Your Achievements to Sustain Community Support.**
 - Highlight the achievements of both students and adults, express gratitude to staff and volunteers who have contributed, and collectively take pride as a school and community.

Implementation Ideas, Continued

IMPLEMENTATION

- **Identify wins, big and small!**
 - Any win is an accomplishment. Document how your wellness plans are helping shape the LEA and community.
- **Speak at an open school board or other community meeting.**
 - Share actions your LEA has successfully taken. Recognize students, staff, families and community members that contributed to your success.
- **Meet with school and district administrators.**
 - Highlight your work and advocate for continued support.
- **Share on your LEA's social media and website, in newsletters and at school events.**
 - Share the work achieved. Tell the community how the LEA is putting wellness as a priority.

Evaluating Implemented Goals

THE LWP IS SUPPORTED THROUGH ACTION STEPS AND MEASURABLE GOALS.

- **Monitor progress of the goals and action** steps planned to create a healthy environment for students and community.
- **Track the implementation** of activities and the progress toward achieving goals.
- Regularly **share information about the policy's assessment and updates with the community.**
- Make the **assessment results available to the public.**
- **Maintain records** of the written policy, community involvement documentation, triennial assessments, and public notification efforts through clear and concise documentation.

Quiz Time

What is a key step in implementing a Local Wellness Policy?

- A** Regularly evaluate policy effectiveness through a Wellness Committee
- B** Only focus on initial policy creation
- C** Ignore feedback during monitoring



Quiz Time

What is a key step in implementing a Local Wellness Policy?

- A** Regularly evaluate policy effectiveness through a Wellness Committee
- B** Only focus on initial policy creation
- C** Ignore feedback during monitoring

A key step in implementing a Local Wellness Policy is to establish a diverse and representative wellness committee. This group is responsible for overseeing the effectiveness and decide how to revise, update, implement and document progress.



SECTION 4
**Monitoring a
Local School
Wellness Policy**



Monitoring Process

THE ADMINISTRATIVE REVIEW

Through a unified accountability system mandated by the Healthy, Hunger-Free Kids Act of 2010, the **Administrative Review** provides for a robust review and evaluation of the school meal programs and program operations during a 5 year cycle.

The scope of monitoring requires the **state agency to assess how LEA implements its local school wellness policy responsibilities. Districts should keep any LWP supporting documentation on file.**

Clearly document compliance with Federal regulations, and assessment of progress made for each goal within the policy.

Clearly document the name and title of the school official responsible for developing, implementing, and monitoring the wellness policy.

Required Documentation

AT A MINIMUM, POLICIES ARE REQUIRED TO INCLUDE: MONITORING AND DOCUMENTATION

The State Agency will **examine the records below during the administrative review**, including:

1. Copy of the current wellness policy.
2. Documentation on how the policy and assessments are made available to the public.
3. The most recent assessment of implementation of the policy.
4. Documentation of efforts to review and update the policy, including who was involved in the process and how stakeholders were made aware of their ability to participate.

Regulatory Requirements

AT A MINIMUM, POLICIES ARE REQUIRED TO INCLUDE: MONITORING AND DOCUMENTATION

The State Agency will **examine the records below during the administrative review**

1. Copy of the current wellness policy

- The final rule requires that LEAs update or modify the wellness policy as appropriate and in compliance with Federal regulations implemented June 30, 2017.
- Clearly document compliance with Federal regulations made for each goal within the policy.

- Each LEA participating in the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) is required to establish a written local school wellness policy for all schools under its jurisdiction (7 CFR 210.31(c)).

Regulatory Requirements

AT A MINIMUM, POLICIES ARE REQUIRED TO INCLUDE: MONITORING AND DOCUMENTATION

The State Agency will **examine the records below during the administrative review**

2. Documentation on how the policy and assessments are made available to the public.

- Link to the policy on individual school social media accounts, sending updates in a parent or school newsletter, including the policy in a presentation during parent/staff meetings, providing copies of the policy at back-to-school nights, featuring the policy on the parent- or staff-specific webpages, and posting on school bulletin boards.
- Place a blurb in a local community newsletter or newspaper, posting on a community website or blog, or sharing updates and accomplishments on a local radio or television show

- LEAs must inform the public each school year of basic information about the local school wellness policy, including its content and any updates as described in 7 CFR 210.31(d)(2).
- Involve, inform, and update the public (including parents, students, and other stakeholders) about the content and implementation of the local school wellness policy (7 CFR 210.31(d)(2) and (3)).

Regulatory Requirements

AT A MINIMUM, POLICIES ARE REQUIRED TO INCLUDE: MONITORING AND DOCUMENTATION

The State Agency will **examine the records** below **during the administrative review**

3. The most recent assessment and of implementation of the policy.

- Documentation of the district's efforts to review and update the local school wellness policy.
- Include who is involved in the updating and methods used (ADE's Triennial Assessment Activity, Comparison to a Model Policy) and how stakeholders are made aware of their ability to participate and provide feedback.

- Review and consider evidence-based strategies in determining local school wellness goals (7 CFR 210.31(c)(1));
- Conduct an assessment, at least once every three years, to determine compliance, progress, and the extent to which the policy compares to model local school wellness policies (7 CFR 210.31(e)(2));

Regulatory Requirements

AT A MINIMUM, POLICIES ARE REQUIRED TO INCLUDE: MONITORING AND DOCUMENTATION

The State Agency will **examine the records** below **during the administrative review**, including:

4. Documentation of efforts to review and update the policy, including who was involved in the process and how stakeholders were made aware of their ability to participate.

- Document progress made in attaining the goals of the wellness plan through assessment and implementation of the policy.
- Document efforts to review and update the wellness plans supporting the local wellness policy.
- Assign a name and title of the school official responsible for developing, implementing, and monitoring the wellness policy.
- Permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the general public to participate in the development, implementation, review and update of the LWP

- Each year, stakeholders must be provided with the opportunity to participate in the development, implementation, periodic review, and update of the local school wellness policy as stated in 7 CFR 210.31(d)(1). It is at the discretion of the LEA on how stakeholders are invited to participate.

SECTION 5
**Local School
Wellness Policy;
Important Notes
and Helpful
Resources**



Legislative Action Update:

House Bill (HB) 2164 was Signed into Law

IMPLEMENTATION TIME FRAME

This bill restricts any school that participates in a federally funded or assisted meal program, including the National School Lunch Program, Child and Adult Care Food Program, and Summer Feeding Program, from serving or selling ultraprocessed food on the school campus during the normal school day.

Implementation Time Frame

The new law takes effect at the start of the 2026-2027 school year, giving schools over a year to review products sold and served on campus and to remove items that contain one or more of the ingredients that are prohibited by law.

House Bill (HB) 2164

ACTIONS FOR OPERATOR

Schools do not need to wait to take actions that will put them in compliance with the new law.

Operators are encouraged to review menus and connect with their manufacturers now to ensure food items served and sold on campus are free of these ultraprocessed ingredients. Schools may submit their certification starting in the 2025-2026 school year as soon as the form is published.

Actions for Operators

In addition to removing **ultraprocessed foods**, school administrators must certify when their school or district has come into compliance with the law, attesting that they and no longer serve nor sell ultra processed foods as defined in the Arizona Revised Statutes, Title 15-242. The Arizona Department of Education (ADE) will be publishing this certification form in the coming months and will announce its availability once published.

To satisfy the requirements of the State agency, a report for the public outlining a list of entities that certified their compliance with the law, will be published on the ADE website.

House Bill (HB) 2164

ULTRA PROCESSED FOODS

National School Lunch Program, Child and Adult Care Food Program, and Summer Feeding Program, from serving or selling ultraprocessed food on the school campus during the normal school day.

The bill defines ultraprocessed foods as those with the following ingredients:

- potassium bromate;
- propylparaben;
- titanium dioxide;
- brominated vegetable oil;
- yellow dye 5 or 6;
- blue dye 1 or 2;
- green dye 3; or
- red dye 3 or 40.

Resources

SNPAC LWP CHECKLIST

The School Nutrition Programs Advisory Council (SNPAC) has developed a LWP checklist. Similar to the Peer-to-Peer program that SNPAC initiated, the LWP Checklist addresses feedback from a group of dedicated SFAs regarding the need for additional LWP resources. This tool offers best practice guidance and insights for developing and evaluating the LWP from the perspective of an SFA.



SCHOOL NUTRITION PROGRAM ADVISORY COUNCIL (SNPAC) LOCAL WELLNESS POLICY CHECKLIST



The SNPAC Local Wellness Policy (LWP) checklist is a resource reflecting best practice guidance and to aid fellow SFAs on how to develop and evaluate the LWP from the lens of an SFA.

GETTING STARTED

- If not familiar with LWP requirements, review LWP [trainings](#).
- Locate current LWP and past triennial assessments, if applicable.
- Review past Administrative Review (AR) findings to see if LWP findings have been corrected, if applicable.
- Download a new triennial assessment activity tool ([AAT](#)).
- Review the current LWP to identify sections that need updating or removal.
- Establish goals and strategize needs based off the school's wellness culture.
- Determine who is on the current Wellness Committee.
- Prepare an agenda, member introductions, and draft an action plan prior to the first Wellness Committee meeting.
- Identify the board approval process and create timeline.

MEETINGS

- Schedule a meeting with the current Wellness Committee.
- Identify and select committee members, include key stakeholders: students, staff, food service staff, parents, administrators, nurses, athletics, and general public.
 - Advertise the invitation and maintain records of it
 - Post publicly for volunteers
 - Utilize social media to promote the committee and meetings
 - Ensure minimum attendance is met
 - Schedule meeting for at least 1 hour
 - Choose a neutral location for convenience
- Create meeting timelines, best practice is to review LWP annually.
- Keep a record of meeting minutes and have available to the public.

UPDATES/ASSESSMENT

- Wellness Committee to review current local wellness initiatives.
 - Review the AAT; highlight member roles, influence, and ADE AR impacts
 - Explain the USDA regulations on the LWP: [USDA LWP Regulation](#)
 - Guide the committee on suggested updates and allowable customizations
- Update the LWP with any new Federal or State regulations. Ex: a new law pertaining to child nutrition programs, new regulations pertaining to physical activity or other departments.
- Recognize existing efforts and ensure they are documented. Ex: implementing Smarter Lunchroom Movement, working with the school nurse, creation of a school garden, taste testing.
- The Wellness Committee to determine additional goals as needed.
- Follow up with Wellness Committee to monitor progress.
- Assessment of current goals and use of ([AAT](#)):
 - 1: Select a LWP goal to evaluate.
 - 2: Assess whether the goal was achieved. *If not, reassess its relevance and create an action plan as needed.*
 - 3: Describe the steps taken to accomplish the goal.
 - 4: Evaluate the results. *What methods were used, what were the outcomes?*
 - 5: Document your findings and share the results.
 - 6: Review the goal to decide continuation. *Should we carry on with this goal?*

GENERAL TIMELINE

- Create the LWP, if applicable
- Update the LWP.
 - Update Administration on changes
- Compare the LWP to a [model policy](#).
- Update Triennial Assessment ([AAT](#)).
- Update website and other district related social media platforms.
- Update, inform, and invite the public to be involved with the LWP during the year.
- Make LWP updates accessible to the community. Ex: monthly newsletter, website, binder in front office.
 - Create a place to hold all of the LWP materials
- Document LWP progress to simplify the AR.

SNPAC LWP Checklist and Tips

Resources

TEAM NUTRITION

Team Nutrition is an initiative of the USDA Food and Nutrition Service to support the child nutrition programs through training and technical assistance for foodservice, nutrition education for children and their caregivers, and school and community support for healthy eating and physical activity.



Team Nutrition

HOME > PROGRAMS > NUTRITION EDUCATION & FOOD SAFETY > TEAM NUTRITION

Fueling Children's Healthy Growth, Learning, and Play

Team Nutrition is an initiative of the USDA Food and Nutrition Service to support the child nutrition programs through training and technical assistance for foodservice, nutrition education for children and their caregivers, and school and community support for healthy eating and physical activity.

[About Team Nutrition](#) [Order Team Nutrition Resources](#)

I'm looking for

Team Nutrition offers **FREE** Nutrition promotion and Nutrition Education materials. Just order and receive, no shipping or handling fees.

Resources

OUTREACH TOOLKIT

Engage school staff and parents in school wellness using these ready-to-go communication tools. Sharing news about your local school wellness policy is easy with these flyers, presentations, newsletter articles, and social media posts. Your school can personalize them to make them specific to your local school wellness policy activities.

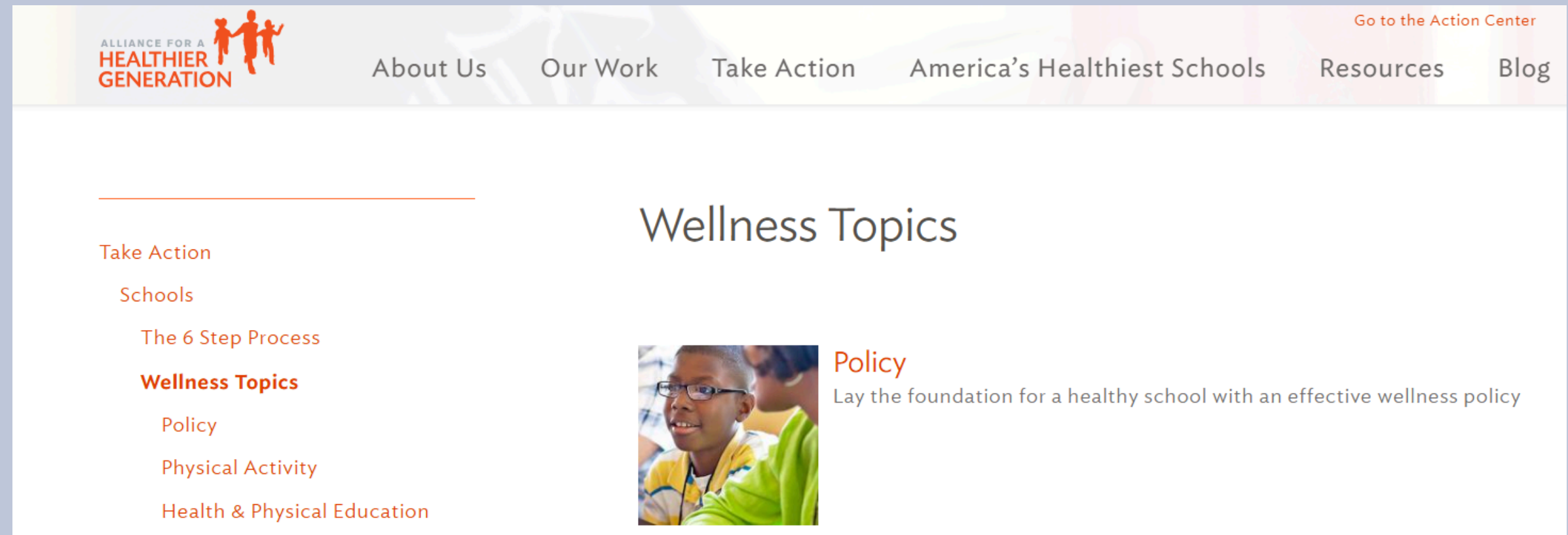


Local School Wellness Policy Outreach Toolkit

Resources

ALLIANCE FOR A HEALTHIER GENERATION

Creating a healthier future for our children takes work and coordination from multiple directions. Making changes in schools, educating parents, and empowering young people are just some of the important parts of creating a healthier generation. Explore the options below to find out how you can support healthy futures for kids in your community.



The screenshot shows the website header with the logo and navigation links: About Us, Our Work, Take Action, America's Healthiest Schools, Resources, and Blog. A link for "Go to the Action Center" is also present. The main content area features a "Wellness Topics" section with a list of options: Take Action, Schools, The 6 Step Process, Wellness Topics (highlighted), Policy, Physical Activity, and Health & Physical Education. A featured article titled "Policy" is shown with a photo of a child and the text: "Lay the foundation for a healthy school with an effective wellness policy".



ALLIANCE FOR A
HEALTHIER
GENERATION



Local Wellness
Policy Resource

Resources

CODE OF FEDERAL REGULATIONS

7 CFR 210.31 (up to date as of 8/06/2025)
Local school wellness policy.

7 CFR 210.31 (Aug. 6, 2025)

This content is from the eCFR and is authoritative but unofficial.

Title 7 – Agriculture

Subtitle B – Regulations of the Department of Agriculture

Chapter II – Food and Nutrition Service, Department of Agriculture

Subchapter A – Child Nutrition Programs

Part 210 – National School Lunch Program

Subpart F – Additional Provisions

Authority: 42 U.S.C. 1751-1760, 1779.

Source: 53 FR 29147, Aug. 2, 1988, unless otherwise noted.



§ 210.31 Local school wellness policy.


- (a) **General.** Each local educational agency must establish a local school wellness policy for all schools participating in the National School Lunch Program and/or School Breakfast Program under the jurisdiction of the local educational agency. The local school wellness policy is a written plan that includes methods to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meals and other food and beverages sold and otherwise made available on the



The regulatory authority outlining
Local Wellness Policy Guidance.




Sign in / Sign up

 **Code of Federal Regulations** 
A point in time eCFR system

 Title 7

 Displaying title 7, up to date as of 8/06/2025. Title 7 was last amended 8/05/2025.  [view historical versions](#)

Enter a search term or CFR reference (eg. fishing or 1 CFR 1.1) 

Title 7 / Subtitle B / Chapter II / Subchapter A / Part 210 / Subpart F / § 210.31 [Previous](#) / [Next](#) / [Top](#)



 ECFR CONTENT

Table of  **§ 210.31 Local school wellness policy.**

§ 210.31 Local school wellness policy.

Resources

THE FEDERAL REGISTER

93792 Federal Register / Vol. 81, No. 246 / Thursday, December 22, 2016 / Rules and Regulations

For the reasons discussed in the preamble, NCD amends 5 CFR part 10000 as follows:

PART 10000—PROCEDURES FOR DISCLOSURE OF RECORDS UNDER THE FREEDOM OF INFORMATION ACT

1. The authority citation for part 10000 continues to read as follows:

Authority: 5 U.S.C. 552, as amended; E.O. 12958, 52 FR 23781, 3 CFR 1987, 1987 Comp., p. 235; 3 CFR 235.

2. Amend § 10000.2 by revising paragraphs (1) and (3) of the definition for “Requester category” to read as follows:

§ 10000.2 Definitions.

Requester category * * *

(1) Commercial requesters; * * *

(3) All other requesters. * * *

3. Amend § 10000.6 by revising paragraphs (b)(3) and (5) and the first sentence of paragraph (c) introductory text to read as follows:

§ 10000.6 Responsibility for responding to requests.

(b) * * *

(3) A brief statement of the reason(s) for the denial, including any FOIA exemption applied in denying the request. The Chief FOIA Officer will indicate, if technically feasible, the amount of information deleted and the exemption under which a deletion is made on the released portion of the record, unless including that indication would harm an interest protected by the exemption; * * *

(5) A statement of the right to seek dispute resolution services from NCD’s FOIA Public Liaison and the Office of Government Information Services.

(c) *Consultation, referral, and coordination.* When reviewing records located by the Council in response to a request, the Council shall determine whether another agency of the Federal Government or entity is better able to determine whether the record is exempt from disclosure under the FOIA and, if so, whether it should be released as a matter of discretion. * * *

4. Amend § 10000.7 by revising paragraph (a), the first sentence of paragraph (b), and the fifth sentence of paragraph (c) to read as follows:

§ 10000.7 Administrative appeals.

(a) You may appeal an adverse determination related to your FOIA request, or the Council’s failure to respond to your FOIA request within the prescribed time limits, by email at FOIA@ncd.gov, or write to the Executive Director, National Council on Disability, 1331 F Street NW., Suite 850, Washington, DC 20004.

(b) Your appeal must be in writing and must be postmarked or electronically received by the Executive Director within 90 days of the date of the letter denying your request, in whole or in part. * * *

(c) * * * A requester may also seek dispute resolution services from NCD’s FOIA Public Liaison and OGIS. * * *

5. Amend § 10000.8 by revising the first sentence of paragraph (b)(4) to read as follows:

§ 10000.8 Timeframe for Council’s response to a FOIA request or administrative appeal.

(b) * * *

(4) The Chief FOIA Officer will decide whether to grant or deny your request for expedited processing and notify the requester within ten calendar days of receipt. * * *

Dated: December 14, 2016.
Rebecca Cakley,
Executive Director.
[FR Doc. 2016-30475 Filed 12-21-16; 8:45 am]
BILLING CODE 9421-03-P

DEPARTMENT OF AGRICULTURE
Food and Nutrition Service

7 CFR Part 210
[FNS-2014-0010]
RIN 0584-AE25

Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010

AGENCY: Food and Nutrition Service, USDA.
ACTION: Correcting amendments.

SUMMARY: This document contains technical corrections to the Code of Federal Regulations regarding the final rule published in the *Federal Register* on July 29, 2016, “Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010.”

DATES: This document is effective December 22, 2016. Compliance with this final rule began on August 29, 2016, except as noted in specific regulatory provisions.

FOR FURTHER INFORMATION CONTACT: Tina Nannian, School Program Branch, Policy and Program Development Division, Food and Nutrition Service, 703-305-2590.

SUPPLEMENTARY INFORMATION: The Food and Nutrition Service published a final rule in the *Federal Register*, 81 FR 50151, on July 29, 2016, to expand local school wellness policy requirements consistent with the requirements set forth in section 204 of the Healthy, Hunger-Free Kids Act of 2010. This document is redesignating 7 CFR 210.30 and 7 CFR 210.31. This document also makes a technical correction in 7 CFR 210.30(b)(1)(iv) to ensure readers clearly understand where to locate the established hiring standards.

List of Subjects in 7 CFR Part 210
Children, Commodity School Program, Food assistance programs, Grant programs-health, Grant programs-education, School breakfast and lunch programs, Nutrition, Reporting and recordkeeping requirements.

Accordingly, 7 CFR part 210 is corrected by making the following correcting amendments:

PART 210—NATIONAL SCHOOL LUNCH PROGRAM

1. The authority citation for part 210 continues to read as follows:
Authority: 42 U.S.C. 1751-1760, 1779.

§§ 210.30 and 210.31 [Redesignated as §§ 210.31 and 210.30]

2. Redesignate §§ 210.30 and 210.31 as §§ 210.31 and 210.30, respectively.

§ 210.30 [Amended]

3. In the newly designated § 210.30, paragraph (b)(1)(iv), remove “§ 230.30(b)(1)” and add in its place “§ 210.30(b)(1)”.

Dated: December 15, 2016.
Audrey Rowe,
Administrator, Food and Nutrition Service.
[FR Doc. 2016-30861 Filed 12-21-16; 8:45 am]
BILLING CODE 3410-00-P

NATIONAL CREDIT UNION ADMINISTRATION

12 CFR Part 792
RIN 3133-AD44

Revisions to the Freedom of Information Act Regulation

AGENCY: National Credit Union Administration (NCUA).



FEDERAL REGISTER

The Daily Journal of the United States Government



® Rule



You may be interested in this newer document that published on 12/22/2016 with action 'Correcting amendments.'

[View Document](#)


Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010



DEPARTMENT OF AGRICULTURE
Food and Nutrition Service 7 CFR Part 210 [FNS-2014-0010] RIN 0584-AE25 Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010

Resources

USDA: FOOD AND NUTRITION SERVICES



Food and Nutrition Service
Park Office Center
3101 Park Center Drive
Alexandria VA 22302

DATE: April 6, 2017

MEMO CODE: SP 24-2017

SUBJECT: Local School Wellness Policy: Guidance and Q&As

TO: Regional Directors
Special Nutrition Programs
All Regions

State Directors
Child Nutrition Programs
All States

Local educational agencies (LEA) participating in the National School Lunch Program and/or School Breakfast Program are required to develop a local school wellness policy that promotes the health of students and addresses the problem of childhood obesity. Wellness policies are tailored to the unique needs of each LEA and present an opportunity to improve the health of each community.

On July 29, 2016, the USDA Food and Nutrition Service (FNS) finalized regulations to create a framework and guidelines for written wellness policies established by LEAs. The final rule requires LEAs to begin developing a revised local school wellness policy during school year 2016-2017. The revised policy must be in place by June 30, 2017.

The final regulation offers LEAs flexibility in determining how best to implement policies that reflect their unique circumstances. This memorandum provides Questions and Answers (Q&As) to address the local school wellness policy final rule.

The local school wellness policy resource center available at <https://healthymeals.fns.usda.gov/school-wellness-resources> provides extensive resources school officials at the local, State, and Federal level may use to better understand the local school wellness policy requirements and their positive benefits.

USDA is an Equal Opportunity

The contents of this guidance document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

Local School Wellness Policy: Guidance and Q&As

[HOME](#)

Publication Date

Thursday, April 6, 2017

Resource Type

[Policy](#)

[Policy Memos](#)

[FAQs/Q&As](#)

FNS Document

SP24-2017

DATE: April 6, 2017

MEMO CODE: SP 24-2017

SUBJECT: Local School Wellness Policy: Guidance and Q&As

TO: Regional Directors
Special Nutrition Programs
All Regions

State Directors
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In-Depth Questions and Answers regarding Local Wellness Policy Guidance.

CONTACT US

If you have a question or require additional assistance, please contact your assigned specialist or contact HNS.



602-542-8700



HelpDesk



www.azed.gov/hns



Thank you!

PLEASE PUT QUESTIONS IN THE Q&A

If you are attending the **live webinar**, you will receive an email once attendance has been completed. Once you have received this email, your training certificate will be available in APLD.

If you are watching the **recorded webinar**, you can access the survey link and certificate of completion at the end of the webinar slides.





Congratulations

**You have completed the Online Course:
Local Wellness Policy: A Guide to Success**

Information to include when documenting this training for Professional Standards:

**Training Title:
Local Wellness Policy:
A Guide to Success**

**Key Area: 1000 - Nutrition, 2000-
Operations, 3000 -
Administration, 4000-Operations**

Learning Code: 3230

Length: 1 hour

Please note, attendees must document the amount of training hours indicated on the training despite the amount of time it takes to complete it.

Certificate

Requesting a training certificate

Please click the button to complete a brief survey about this online training. Once the survey is complete, you will be able to print your certificate of completion from Survey Monkey.



Information to include when documenting this training for Professional Standards:

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To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, [AD-3027](#), found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. **Mail:** U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410;
2. **Fax:** (202) 690-7442; or
3. **Email:** program.intake@usda.gov.

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