

**Michigan Department of Education
Office of Health and Nutrition Services
School Nutrition Programs**

**Local Wellness Policy:
Triennial Assessment Summary**

Background

The Healthy, Hunger-Free Kids Act of 2010 requires Local Educational Agencies (LEAs) to update or modify their wellness policy, as appropriate. When wellness committees meet on a regular basis throughout the school year, an assessment plan should be used to ensure progress is being made on the district's wellness policy and procedures.

Purpose

The template below is offered to help summarize the information gathered during your assessment. Members of a school wellness committee who are completing the triennial assessment for their school wellness policy may use this template. It contains the three required components of the triennial assessment, including 1) compliance with the wellness policy, 2) how the wellness policy compares to model wellness policies, and 3) progress made in attaining the goals of the wellness policy.

Results

The copy of the assessment must be made available to the public. How the assessment is made available is the decision of the LEA. Many LEA's choose to post the results on their district website. The triennial assessment summary and the assessment details must be shared.

Recordkeeping

Keep a copy of the most recent triennial assessment, along with supporting documentation on file. This will be needed when you have a School Nutrition Program administrative review.

Resources

<https://www.fns.usda.gov/tn/local-school-wellness-policy>

https://www.michigan.gov/mde/0,4615,7-140-66254_50144-194546--,00.html

Section 1: General Information

School(s) included in the assessment:

All Schools in the Monroe Public Schools District

Month and year of current assessment: May 2025

Date of last Local Wellness Policy revision: January 2022

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

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

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Yearly

School Wellness Leader:

Name	Job Title	Email Address
Cassandra Shook	Executive Director of Finance & Parent	shook@monroe.k12.mi.us

School Wellness Committee Members:

Name	Job Title	Email Address
Olapeju Makinde	Sodexo Food Service Director	Olapeju.makinde@sodexo.com
Michelle Young	Administrative Assistant	young@monroe.k12.mi.us
Deanna Rincon	Administrative Assistant, Parent	rincon@monroe.k12.mi.us

Section 3. Comparison to Model School Wellness Policies

Indicate the model policy language used for comparison:

- X Michigan State Board of Education Model Local School Wellness Policy
- X Alliance for a Healthier Generation: Model Policy
- ☐ WellSAT 3.0 example policy language

Describe how your wellness policy compares to model wellness policies.

Monroe Public Schools utilizes NEOLA for our Board of Education policies and administrative guidelines. The district wellness policy is included in this package. Our district wellness policy has been compared to the Michigan State Board of Education Model Local Wellness Policy and the Alliance for a Healthier Generation Model Policy, all three have similar organization of the policy and language used. Our policy explains the district's duties and goals related to nutrition education, physical activity, school-based activities, and nutrition promotion.

Section 4. Compliance with the Wellness Policy and progress towards goals

At a minimum, local wellness policies are required to include:

- Specific goals for:
 - Nutrition promotion and education
 - Physical activity
 - Other school-based activities that promote student wellness.
- Standards and nutrition guidelines for all foods and beverages sold to students on the school campus during the school day that are consistent with Federal regulations for school meal nutrition standards, and the Smart Snacks in School nutrition standards.
- Standards for all foods and beverages provided, but not sold, to students during the school day (e.g., in classroom parties, classroom snacks brought by parents, or other foods given as incentives).
- Policies for food and beverage marketing that allow marketing and advertising of only those foods and beverages that meet the Smart Snacks in School nutrition standards.
- Description of public involvement, public updates, policy leadership, and evaluation plan.

Using the table below to indicate the progress made with each goal included in the Wellness Policy. The table may be used for each school separately or the district as a whole.

Tip: When developing a wellness plan, ensure activities are meeting goals by developing SMART objectives:

- **Specific:** Identify the exact area to improve.
- **Measurable:** Quantify the progress.
- **Attainable:** Determine what is achievable.
- **Realistic:** Consider resources and determine what can reasonably be accomplished.
- **Time bound:** Identify deadlines for goals and related tactics.

The Centers for Disease Control and Prevention (CDC) has tips for developing [SMART objectives](#).

Michigan Department of Education

Local Wellness Policy Assessment Plan

School Name: Monroe Public Schools – District

Date: May 27, 2025

Nutrition Promotion and Education Goal(s):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Nutrition education shall be included in the health curriculum that is comprehensive, in accordance with standards and benchmarks established by the state, age appropriate, and culturally relevant.	Students will receive consistent messages throughout school buildings, classrooms, gymnasiums, and cafeterias. Information will also be sent home regarding education provided to students at school to encourage at home reinforcement.	On-going, throughout the school year	Walkthroughs to confirm nutrition promotion activities Record of information sent home with students	Principal, Food Service Staff	Staff, Students, Parents	Yes

Physical Activity Goal(s):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Physical education program for all students that meets the standards and benchmarks established by the state and is age appropriate.	All elementary students will have physical education classes. All secondary students will have physical education classes available to them and will meet the Michigan Merit graduation requirements for PE.	Each School year	Student Master Schedules	Student Services Office, Building Principal, Counselors	All Students	Yes
Physical activity opportunities will be present throughout the school day. Students in grades 9-12 will have sports program opportunities.	All elementary students will have planned recess periods to engage in physical activity. All secondary students will have opportunities to engage in sports programs and afterschool clubs to encourage physical activity.	Each School Year	Elementary Building Schedules, Athletic Rosters, Club Rosters	Building Principal, Athletic Director, Club Advisors	All Students	Yes

School-based activities to promote student wellness goal(s):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Participate in state and federal child nutrition programs as appropriate to provide healthy, age-appropriate meals to students	Complete CNP: Coordinated Application for participation in the School Nutrition Programs (SNP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP)	Yearly, on-going	Production records and participation reports	Food Service Director	Staff, students, and families	Yes
Free drinking water shall be available during mealtimes and throughout the day	Potable water shall be available in the cafeteria areas during mealtimes. Drinking fountains and bottle filling stations shall be available throughout the school day.	On-going	Walk throughs to confirm functionality of equipment and that potable water is available at mealtimes	Operations, Food Service, Building Principal	Students, staff	Yes

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
The district shall encourage students to consume healthful foods and create an environment that reinforces the development of healthy eating habits in compliance with USDA dietary guidelines.	Establish nutrition standards for all food and beverages sold to students during the school day.	Yearly, on-going	Walk throughs for compliance	Building principals, Food services, Student Services Office	Staff, Students	Yes
The district shall comply with the USDA Smart Snacks guidelines.	Establish nutrition standards for snack sales during the school days. Complete the annual Smart Snacks log of exempt fundraisers per district policy.	Yearly, on-going	Approval of only designated events, verification of items sold during events	Building principals, Food Services, Student Services Office	Staff, Students	In progress, not yet complete

Guidelines for other foods and beverages available on the school campus, but not sold:

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
The district will establish nutritional standards for all food and beverages provided (not sold) to students during the school day (such as at classroom parties, classroom snacks, incentives, etc.)	Any food or beverages promoted to students on campus during the school day will meet the USDA Smart Snacks guidelines.	On-going	Building policies, check ins with staff members	Building Principal, Student Services Office	Students, Staff	In progress, not yet complete

Marketing and advertising of only foods and beverages that meet Smart Snacks:

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Provide consistent health-related messages and promote students' health & well-being.	Consistent messages displayed throughout the school buildings. Food and beverages marketed to students shall comply with the USDA Smart Snacks standards.	Yearly, on-going	Monitoring marketing displayed throughout the school	Building Principals	Staff, Students	Yes