

**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

A copy of the assessment must be made available to the public. How the assessment is made available is the decision of the LEA. Many LEAs 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:

Manistee Area Public Schools

Month and year of current assessment: 3/2025

Date of last Local Wellness Policy revision: 3/2025

Website address for the wellness policy and/o
 \ information on how the public can access a copy:
<https://www.manisteearea.org/nutrition-services/>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Annually

School Wellness Leader:

Name	Job Title	Email Address
Haleigh Savage	Nutrition Services Director	hsavage@manistee.org

School Wellness Committee Members:

Name	Job Title	Email Address
Linda Wandrych	MAPS Foodservice Staff	lwandrych@manistee.org
Terri Morski	MAPS Foodservice Staff	tmorski@manistee.org
Jennifer Rogers	MAPS Foodservice Staff	jrogers@manistee.org
Sara Froncek	MAPS Foodservice Staff	sfroncek@manistee.org
Jessica Brown	MAPS Foodservice Staff	jessicabrown@manistee.org
Lauren Bergeman	Administration & Communication Liason	lbergeman@manistee.org
Amber Putchel	Art Teacher - High/ Middle School	aputchel@manistee.org
Kylee Bohle	PE Teacher - High/ Middle School	kbohle@manistee.org
Mary Olson	Science Teacher - Highs/Middle School	molson@manistee.org
Katie Petoskey	Behavioral Health Therapist - Ele.	kpetoskey@manistee.org
Bella Sorenson	Student	27sorbel@manistee.org
Gabrielle Senters	Student	26sengab@manistee.org
Kiera Tompkins	Student	26tomkei@manistee.org
Jackie Gutowski	Parent	griff378@gmail.com
Darene Sutter	Parent	dareneskitchen@gmail.com

Section 3. Comparison to Model School Wellness Policies

Indicate the model policy language used for comparison:

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

Describe how your wellness policy compares to model wellness policies.

In comparison, The Manistee Area Public Schools Wellness Policy & the Michigan State Board of Education Model Policy includes many of the same components. They both include a nutrition education component, physical education component, a School Nutrition & meal service component, and duties for wellness committee members component procurement. However, Manistee Area Public Schools doesn't go as nearly in-depth as the Michigan State Board of Education regards to number of minutes allowed for consuming meals and student physical exercise.

All meals, snacks, and beverages offered to students during the school day must meet all USDA standards & the smart choices. The Nutrition Department offers reimbursable meals to all students attending Manistee Area Public Schools. There is a vending machine within the Manistee Middle/High School, Owned and operated by the Nutrition Services Department. Additionally, Manistee Middle/High School runs a school store, operated by our work-based learning class. Both the vending machine and school store are selling smart snacks/USDA-approved foods and have regulated hours. All school fundraisers & sales, during school hours, are limited to two per month and must also meet all of the USDA guidelines.

When students, student groups, MAPS ATP, and/or other entities want to bring about change to food sales, food fundraisers, or any other items regarding Nutrition, it ought to be brought up and discussed with the wellness committee for debate.

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: Manistee Area Public Schools

Date: 3/4/2025

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?
Example: Food and beverages will not be used as a reward for students.	<ul style="list-style-type: none"> a) Provide teachers with list of non-food reward examples. b) Discuss changes at back-to-school staff training. c) Follow-up mid-year to discuss challenges and determine additional communication needed. 	Before the beginning of next school year.	<ul style="list-style-type: none"> - Verbal check-ins with staff to ensure compliance. - Teacher survey at end of school year. 	Principal	Teachers, staff, students	Yes
Limit Food as a reward. Promote physical activity as reward	Promote to teachers the use of physical activity, mariner gear or other fun nonfood items as a reward to students. Meet to share ideas within buildings. Follow up to give feedback	SY 24/25 SY 25/26	Communicate with Teachers on progress - survey on what is the best method, I.E; point systems, student buy ins, etc.	Teachers, Principals	Principals, Teachers, Students	In Progress
Promote School Breakfast & Lunch Programs	Promote to families & students OFTEN of the availability of school meals and breakfast if need even after class starts, continuing to find ways to provide outreach and advocacy	Continuous	Talk to students regarding hurdles to access school meals Participation numbers	Nutrition Director, Nutrition Staff, Principals and Teachers	Nutrition Director, Nutrition Staff, Teachers, Students	In Progress

<p>Actively promoting the consumption of local sourced and fresh food</p>	<p>Promote to families & students of the availability of locally sourced fresh whole foods at breakfast, lunch and snack Continuously update lists with new local farms, vendors and/or products available to students Encourage the sharing basket with all fresh produce available during school day</p>	<p>NOW SY 25/26</p>	<p>Measure amount of local purchased items in SY24/25 with SY25/26 Talk with students about preferences, update them on new items, new farms near them with signage, surveys and word to mouth</p>	<p>Nutrition Services Director</p>	<p>Nutrition Services Director, Administration, Students</p>	<p>Work in progress SY24/25 Implemented SY25/26</p>

Physical Activity Goal(s):

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeli ne Start dates	Measurement How is progr ess meas ured?	Lea d Pers on	Stakeholders Who will be involved and/or impacted?	Compl ete?
Exercise or Physical Activity Breaks	If class time allows, take students outside for walks or include stretching/ activity breaks for students or promote utilizing outdoors during classtime or during lunch time. Crew time is a great way to get them outside for part of the day	SY 24/25 SY 25/26	Talk to teachers to see if there is an opportunity for this - what resourcses or areas we already have that can be utilized - Incorporation of Wellness Wednesdays - Creating outside seating areas	Teachers	Teachers, Students, Nutrition Director	In Porgress

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

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeli ne Start dates	Measurement How is progr ess meas ured?	Lead Perso n	Stakeholder s Who will be involved and/or impacted?	Compl ete?
Water breaks for students	Talk with staff regarding water breaks for students. Allow students to have water breaks to fill their water bottles throughout the day, not just when students switch classes. Ensuring Water is not too costly for students to buy if they dont have a resource to fill out of fountian	SY 24/25 SY 25/26	Talk to staff & students to see if there is ample time to allow them access to water.	Principals, Teachers	Teachers, Students	In progress

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

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Keep up with the USDA standards for all food & beverages sold during the school day	The Nutrition director was notified before food and snack sales within all school buildings. The nutrition department will run any items sold through the smart snack calculator to ensure compliance	Now & Keep Current	Keep in communication with all district buildings to be sure of notification regarding food sales, etc.	Nutrition Director	All Staff, Students	YES

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

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Complete?
Decrease, (With hopes of complete extraction) the number of fast food items brought in for attending students	Encourage Participation in the school lunch meal program. Promote Healthy lifestyles and Budgeting tips when purchasing food over a free meal	NOW SY 25/26	Communication with building offices regarding number of foods coming in. School meal participation	Principals, Secretaries, Nutrition director	Families, Students	Work in progress, Big Goal Next School Year
Limit caffeinated beverages for students during school hours	Prohibit the sale of caffeinated beverages to students during school hours	NOW SY 25/26	Progress is measured by the number of caffeinated beverages students consume during the day.	Nutrition Director, Principals	Students	YES, Continued into next school year

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?
Limit the marketing of food within our buildings that do NOT meet the USDA requirements	Talk with all staff regarding the advertising changes: Including posters, billboards, school announcements, and on technology devices	NOW SY 25/26	Progress will be observed, measured and kept up with yearly.	Building Principals, Teachers	Businesses, All staff, Students	Continuous work in progress
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