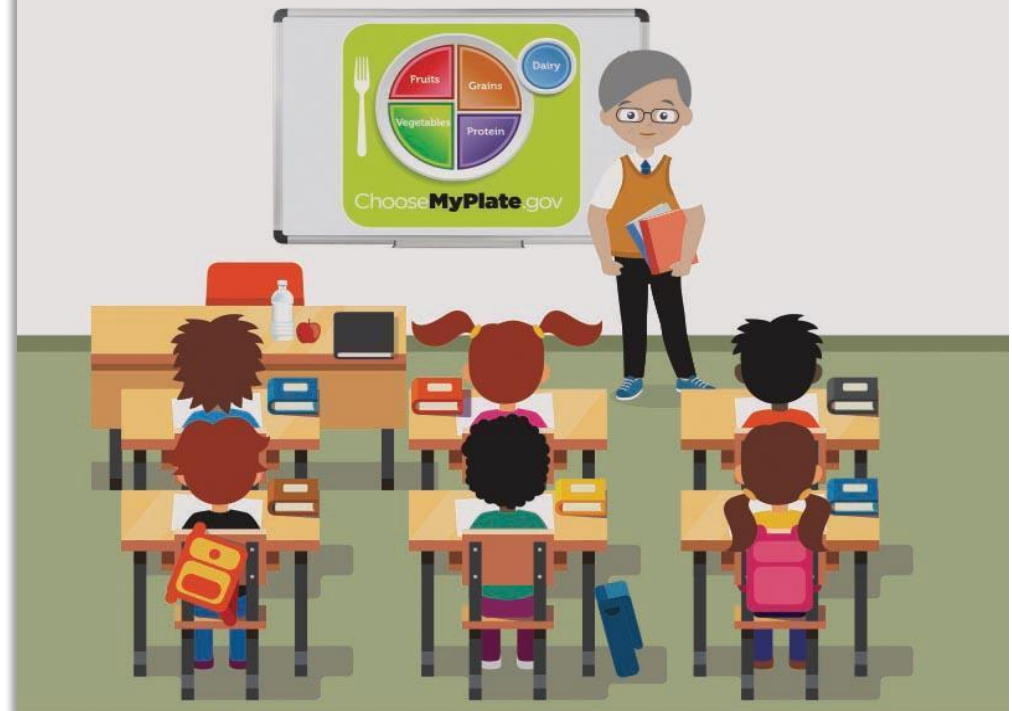




Local Wellness Policy Rules and Regulations

Beth Tanner, MS, RDN, LD
Illinois State Board of Education
Nutrition Department

Better Health = Better Learners
#schoolwellness



Equity • Quality • Collaboration • Community



AGENDA

- BACKGROUND
- POLICY CONTENT REQUIREMENTS
- TRIENNIAL ASSESSMENTS
- ADMINISTRATIVE REVIEWS
- TOOLS & RESOURCES

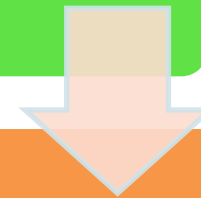


Background

Child Nutrition and Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Reauthorization Act of 2004



Healthy, Hunger-Free Kids Act of 2010 (HHFKA) was finalized in July 2016



Compliance with the Final Rule was required as of June 30th, 2017



Purpose

Local School Wellness Policies:



Promote student health



Promote nutrition



Reduce childhood obesity



Increase transparency with the public about the school wellness environment



Overview of Regulations

Current local wellness policy regulations governing NSLP & SBP sponsors are located at 7 CFR 210.31

Who must have a local wellness policy

Content of the wellness policy

Public involvement and notification

Policy evaluation

Recordkeeping



Who must have a local wellness policy?

- Each sponsor participating in the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) is required to establish a written local wellness policy for all sites under its jurisdiction



POLICY CONTENT REQUIREMENTS



What must be included in a local wellness policy?

Goals for Nutrition Education

Goals for Nutrition Promotion

Goals for Physical Activity

Goals for Other School-Based Wellness Activities

Nutrition Standards for School Meals

Nutrition Standards for Competitive Foods

Standards for All Foods/Beverages Provided (Not Sold)

Food & Beverage Marketing

Unused Food Sharing Plan

Wellness Leadership

Public Involvement

Reporting

Triennial Assessments



Content Requirement: Goals

Goals for Nutrition Education

Ex: Nutrition education in core curriculum

Goals for Nutrition Promotion

Ex: Farm-to-school activities

Goals for Physical Activity

Ex: Physical activity opportunities outside of P.E.

Goals for Other School-Based Wellness Activities

Ex: Health fairs

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



Content Requirement: Nutrition Standards for School Meals

These are the USDA-required nutrition standards for reimbursable meals

What meal programs does your school participate in?

Where can information on these requirements be found?

What are the current requirements for dietary specifications?

What are the current requirements for the meal pattern components?



Content Requirement: Nutrition Standards for Competitive Foods



These are the USDA-required *Smart Snacks in Schools Standards*, which apply to all food and beverages sold (outside of the reimbursable meal) on the school campus during the school day



School campus: Anywhere on the school grounds that is accessible to students during the school day



School day: The midnight before to 30 minutes after the end of the official school day



Examples of competitive food and beverages include à la carte, vending machines, school stores, snack bars, and fundraisers (unless exempt)



Content Requirement: Standards for all Food/Beverages Provided (Not Sold)

- These are standards for all food and beverage items provided to students at no charge on the school campus during the school day

Standards for these types of food and beverages are set at the local level

- USDA does not have requirements for food/beverage items provided at no charge to students

Examples of food/beverages provided, not sold, to students:

- Classroom parties, rewards/incentives for good behavior, etc.

Best practices (*recommendations; not required*) include:

- Non-food and beverage items, such as stickers, bookmarks, etc.
- Food and beverages that meet *Smart Snacks in Schools Standards*



Content Requirement: Food & Beverage Marketing

Food and beverage marketing is permitted, but only items that meet *Smart Snacks in Schools Standards* may be marketed during the school day

Marketing of non-compliant items is not allowed during the school day

Examples of marketing include, but are not limited to: posters, flyers, cups used for beverage dispensing, exterior or equipment (e.g., vending machines, coolers, trash cans)



Content Requirement: Unused Food Sharing Plan

Required by Public Act 102-0359, which went into effect Aug. 13, 2021



Requires IL school districts to incorporate a food sharing plan for unused food focused on students in need into the local wellness policy

Resources and ideas are included in ISBE's local wellness policy template at <https://www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx> (under *Templates & Tools*)



Plans must be consistent with the Richard B. Russell National School Lunch Act and all federal, state, and local regulations regarding food donations and food safety and sanitation. Districts should consult their local health department when developing these plans.



Content Requirement: Wellness Leadership

- Sponsors must have a designated official who is responsible for overseeing the local wellness policy process
- Sponsors have the discretion to determine who is best to be the official(s)
- At a minimum, the position title of the official must be identified in the local wellness policy



Content Requirement: Public Involvement

- Sponsors must permit participation by the general public and school community in wellness policy processes
- Examples include parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, and school administrators
- Local wellness policies must include a description of how these individuals are provided an opportunity to participate in the development, implementation, review, and updates of the policy



Content Requirement: Reporting

Sponsors are required to make the following available to the public: 1) the wellness policy, 2) any updates to the policy, and 3) triennial assessments

Local wellness policies must include a description of how the sponsor will ensure public notification and access to these documents



Content
Requirement:
Triennial
Assessments

Sponsors must conduct an assessment of the wellness policy every 3 years, at a minimum (i.e., triennial assessment)

Local wellness policies must include a description of the plan for policy evaluation

As part of that plan, sponsors must make triennial assessment results available to the public



Policy Content Resources

Local Wellness Policy Content Checklist

Local Wellness Policy Content Checklist

This tool is intended to help sponsors participating in the National School Lunch Program and/or School Breakfast Program meet the minimum requirements of what must be included in the content of their Local Wellness Policy. This checklist is not intended to take the place of the required triennial assessment of the Local Wellness Policy.

- ☐ **Nutrition Education** – Specific goals for Nutrition Education are included in the Local Wellness Policy. These goals were developed using evidence-based strategies.
- ☐ **Nutrition Promotion** – Specific goals for Nutrition Promotion are included in the Local Wellness Policy. These goals were developed using evidence-based strategies.
- ☐ **Physical Activity** – Specific goals for Physical Activity are included in the Local Wellness Policy. These goals were developed using evidence-based strategies.
- ☐ **Other School-Based Activities that Promote Student Wellness** – Specific goals for Other School-Based Activities that Promote Student Wellness are included in the Local Wellness Policy. These goals were developed using evidence-based strategies.
- ☐ **Nutrition Standards for School Meals** – Nutrition standards for school meals that are consistent with the Federal regulations are included in the Local Wellness Policy.
- ☐ **Nutrition Standards for Competitive Foods** – Nutrition standards that are consistent with the Federal regulations for competitive food and beverage items (i.e. Smart Snacks in Schools nutrition standards) sold to students on the school campus during the school day are included in the Local Wellness Policy.
- ☐ **Standards for All Foods and Beverages Provided, but Not Sold** – Standards for all foods and beverages provided, but not sold to students (e.g. classroom parties, rewards, etc.) are included in the Local Wellness Policy. These standards are developed at the local level.
- ☐ **Food and Beverage Marketing** – Policies that allow the marketing of only food and beverage items that meet Smart Snacks in School nutrition standards are included in the Local Wellness Policy.
- ☐ **Wellness Leadership** – The position title of the LEA or school official(s) responsible for Local Wellness Policy oversight is identified in the Local Wellness Policy.
- ☐ **Public Involvement** – Language permitting the school community, including parents and students, and the general public to be involved in Local Wellness Policy processes, including development, implementation, and periodic reviews and updates, is included in the Local Wellness Policy.
- ☐ **Triennial Assessments** – Language regarding the completion of triennial assessments is included in the Local Wellness Policy. Please note, LEAs may conduct assessments more often than every three years. Local Wellness Policies must be updated or modified as appropriate.
- ☐ **Reporting** – Language outlining measures taken by the LEA to ensure public notification and access to the Local Wellness Policy and any assessments, reviews, and updates is included in the Local Wellness Policy.
- ☐ **Unused Food Sharing Plan** – In reference to Public Act 102-0359, language regarding the LEA's unused food sharing plan is included in the Local Wellness Policy.

Illinois State Board of Education, Nutrition Department
October 2022

<https://www.isbe.net/Documents/Local-Wellness-Policy-Content-Checklist.pdf>

Local Wellness Policy Template

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<https://www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx>



Local Wellness Policy Template

Instructions for Local Wellness Policy Templates

- *Red, italicized text provides guidance and clarification on regulatory requirements and best practices. This text may be removed once the Local Wellness Policy is completed by the district.*
- Yellow, highlighted text designates sections where organizations should insert customized policy language based on its needs.

Nutrition Standards

Meals

[Nutrition standards for reimbursable meals consistent with Federal guidelines must be included in the content of the Wellness Policy.]

All reimbursable meals served for the purposes of the National School Lunch Program (NSLP) and School Breakfast Program (SBP) must meet or exceed USDA nutrition standards and regulations. [Districts may need to alter programs included in this statement based on actual participation.] This includes meeting standards for each of the meal pattern components (i.e. Grains, Meat/Meat Alternates, Fruits, Vegetables, and Milk) as well as meeting or exceeding the limitations set for calories, sodium, saturated fat, and trans fat.

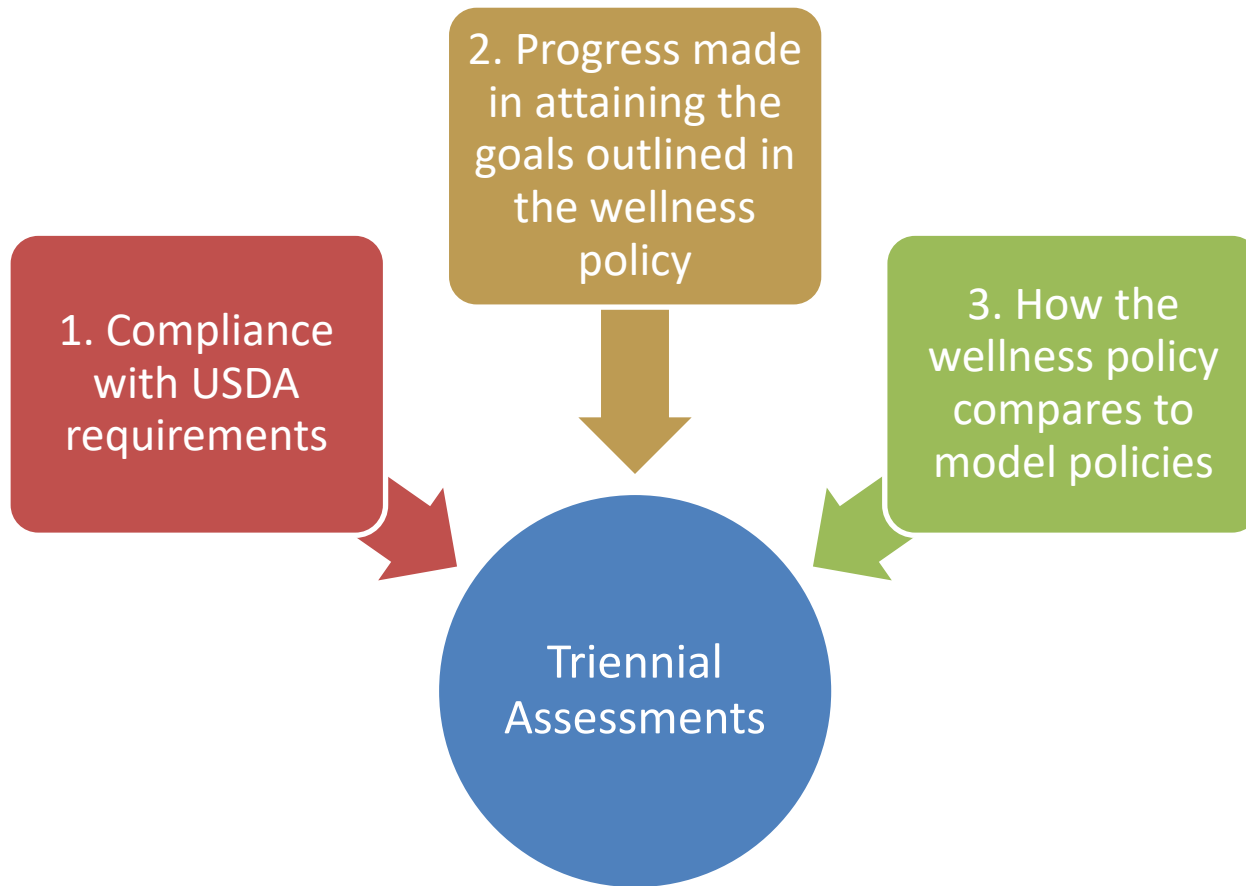
[If your District goes beyond the basic meal requirements, insert a description. Examples include salad bars, serving fresh fruits and vegetables every day (i.e. not serving juice to meet fruit and vegetable component requirements), etc.]



TRIENNIAL ASSESSMENTS



*USDA requires all sponsors to assess their local wellness policy **at least once every three years**. This triennial assessment must measure, for each participating site:*





Sponsors may use any of the following tools when completing their triennial assessments:



[ISBE's Triennial Assessment Template](#)



[CDC's Wellness Policy in Action Tool \(WPAT\)](#)



Sponsors may develop their own form (*must meet USDA's three requirements*)



ISBE Triennial Assessment Template

Part I: Content Checklist

1. Compliance
with USDA
requirements

Local Wellness Policy Triennial Assessment

Sponsors participating in the National School Lunch Program and/or School Breakfast Program are required to have a local wellness policy for all participating sites under its jurisdiction. At a minimum, the local wellness policy must be assessed once every three years; this is referred to as the triennial assessment. Triennial assessments must determine, for each participating site under its jurisdiction, 1) compliance with the wellness policy, 2) progress made in attaining the goals of the wellness policy, and 3) how the wellness policy compares to model wellness policies. This documentation should be kept on file with your organization's written local wellness policy for review by an ISBE monitor during your next school nutrition administrative review.

Sponsor Name:

Site Name:

Date Completed:

Completed by:

Part I: Content Checklist

Below is a list of items that must be addressed in Local Wellness Policies, based on U.S. Department of Agriculture (USDA) and state guidance. Check the box for each item included in your Local Wellness Policy. For any box that is not checked, consider taking steps to add the item(s) to the policy in the future. For more information, see [ISBE's Local Wellness Policy Content Checklist](#).

☐ Goals for Nutrition Education

☐ Nutrition Standards for School Meals

☐ Wellness Leadership

☐ Goals for Nutrition Promotion

☐ Nutrition Standards for Competitive Foods

☐ Public Involvement

☐ Goals for Physical Activity

☐ Standards for All Foods/Beverages
Provided, but Not Sold

☐ Triennial Assessments

☐ Goals for Other School-Based
Wellness Activities

☐ Food & Beverage Marketing

☐ Reporting

☐ Unused Food Sharing Plan



ISBE Triennial Assessment Template

Part II: Goal Assessment

2. Progress made in attaining the goals outlined in the wellness policy



Part II: Goal Assessment

Per USDA regulations, the triennial assessment must determine compliance with and progress made in attaining the goals of the wellness policy. Input the goals of your local wellness policy into the table below for the corresponding areas: Nutrition Education, Nutrition Promotion, Physical Activity, and Other School-Based Wellness Activities. Indicate if the site is meeting, partially meeting, or not meeting each goal listed. Include any next steps in attaining the goal(s), if applicable. Table rows may be added for additional goals.

Goals	Meeting	Partially Meeting	Not Meeting	Next Steps (If Applicable)
Nutrition Education				

Goals	Meeting	Partially Meeting	Not Meeting	Next Steps (If Applicable)
Nutrition Promotion				



ISBE Triennial Assessment Template

Part III: Model Policy Comparison

3. How the wellness policy compares to model policies



Part III: Model Policy Comparison

As part of the triennial assessment, USDA requires sponsors to assess how their wellness policy compares to model wellness policies. Choose one of the model wellness policies below to compare against your local wellness policy. Indicate which model policy was chosen and provide a narrative for each prompt below based on the findings.

- ☐ [Alliance for a Healthier Generation's Model Wellness Policy](#) – Local wellness policy created in collaboration with USDA, which exceeds minimum requirements
- ☐ [Rudd Center's WellSAT 3.0](#) – Wellness assessment tool that asks a series of questions about your local wellness policy and generates a personalized scorecard based on the results. Users will need to create an account to access this tool.
- ☐ Other: _____

1. What strengths does your current local wellness policy possess?
2. What improvements could be made to your local wellness policy?
3. List any next steps that can be taken to make the changes discussed above.



Triennial Assessment: Due Dates

- Under original USDA guidance, the first triennial assessment was due **June 30, 2020**
- Some sponsors may have been approved for a later due date as a result of several USDA waivers
 - Extension #1 – [June 30, 2021](#)
 - Extension #2 – [June 30, 2022](#)
 - Extension #3 – [June 30, 2023](#)
 - *If your organization is not on any of these 3 lists, your due date was June 30, 2020*



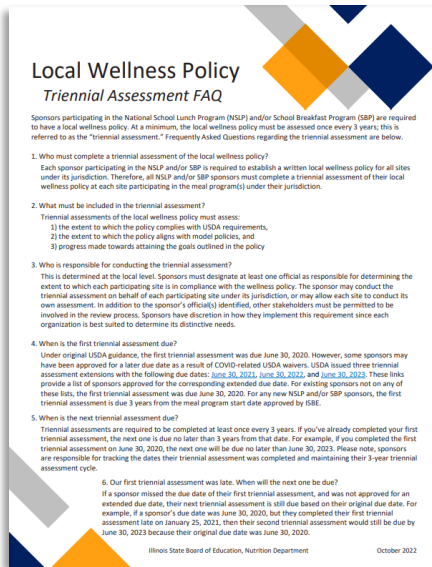
Where do I submit the triennial assessment once completed?

Completed triennial assessments should be kept on file at your organization. Triennial assessment documentation will be reviewed by an ISBE monitor during your next Administrative Review of the School Nutrition Programs, rather than submitting your triennial assessment to ISBE. Additionally, sponsors must make triennial assessment reports available to the public, such as by posting the results on their website.



Triennial Assessment Resources

Triennial Assessment FAQ



Triennial Assessment Template

Local Wellness Policy Triennial Assessment

Sponsors participating in the National School Lunch Program and/or School Breakfast Program are required to have a local wellness policy for all participating sites under its jurisdiction. At a minimum, the local wellness policy must be assessed once every three years; this is referred to as the triennial assessment. Triennial assessments must determine, for each participating site under its jurisdiction, 1) compliance with the wellness policy, 2) progress made in attaining the goals of the wellness policy, and 3) how the wellness policy compares to model wellness policies. **This documentation should be kept on file with your organization's written local wellness policy for review by an ISBE monitor during your next school nutrition administrative review.**

Sponsor Name:	Site Name:
Date Completed:	Completed by:

Part B: Content Checklist

Below is a list of items that must be addressed in Local Wellness Policies, based on U.S. Department of Agriculture (USDA) and state guidance. Check the box for each item included in your Local Wellness Policy. For any box that is not checked, consider taking steps to add the item(s) to the policy in the future. For more information, see [ISBE's Local Wellness Policy Content Checklist](#).

<input type="checkbox"/> Goals for Nutrition Education	<input type="checkbox"/> Nutrition Standards for School Meals	<input type="checkbox"/> Wellness Leadership
<input type="checkbox"/> Goals for Nutrition Promotion	<input type="checkbox"/> Nutrition Standards for Competitive Foods	<input type="checkbox"/> Public Involvement
<input type="checkbox"/> Goals for Physical Activity	<input type="checkbox"/> Standards for All Foods/Beverages Provided, but Not Sold	<input type="checkbox"/> Triennial Assessments
<input type="checkbox"/> Goals for Other School-Based Wellness Activities	<input type="checkbox"/> Food & Beverage Marketing	<input type="checkbox"/> Reporting
<input type="checkbox"/> Unused Food Sharing Plan		

Illinois State Board of Education, Nutrition Department
October 2022

Due Date Extension Lists

List of Sponsors Approved for Triennial Assessment Due Date Extension — June 30, 2021

Original guidance under the Healthy Hunger-Free Kids Act of 2010 required NSLP and/or SBP sponsors to complete their first triennial assessment of the local wellness policy by June 30, 2020. However, due to COVID-19, USDA offered an extension of the due date to sponsors who wished to extend their due date to June 30, 2021. Sponsors on this list are approved for a due date of June 30, 2021.

A-C Central CUSD #262
Addison School District 4
All Saints Catholic Academy - Rockford
Althoff Catholic High School
Anna-Jonesboro CUSD #81
Annawan CUSD 126
Archdiocese of Chicago
Aurion Elementary School District 21
Barrington CUSD 120
Batavia School District 101
Beecher City CUSD #20
Bella Valley School District No. 119
Belleview District 118
Benton CUSD #47
Berwyn North District 98
Blessed Sacrament - Belleville
Bloomington Public Schools District 87
Blue Ridge District 18
Briere Elementary District 12
Bureau Valley CUSD #340
Cabrillo Unit School District 187
Cahoon Academy
Carbondale Elementary School District/District 95
Catalyst Schools
CCSD 146 - Toney Park
Central CUSD 301
Central SD 51
Centralia City Schools Dist 135
Cerro Gordo CUSD #200
Chester-East Lincoln CCSD #61
Chicago Collegiate Charter School
Chicago International Charter School Foundation
Church of the Holy Family - Mt. Sterling
Community Education Network
Illinois State Board of Education Nutrition Department

<https://www.isbe.net/Documents/Triennial-Assessment-FAQ.pdf>

<https://www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx>

Ext 1:
<https://www.isbe.net/Documents/Triennial-Assessment-Ext-List-1.pdf>

Ext 2:
<https://www.isbe.net/Documents/Triennial-Assessment-Ext-List-2.pdf>

Ext 3:
<https://www.isbe.net/Documents/Triennial-Assessment-Ext-List-3.pdf>



ADMINISTRATIVE REVIEWS



Administrative Review (AR) of the School Nutrition Programs

Documentation of the local wellness policy

Administrative Reviews are completed on-site by an ISBE Nutrition Department monitor once every five years. The AR is a comprehensive evaluation of the School Nutrition Programs. One of several areas that is reviewed is the local wellness policy.

Documentation of any completed triennial assessments

Documentation demonstrating compliance with public updates (policy, assessments, and updates)

Documentation demonstrating compliance with public involvement requirements



QUESTIONS?

ISBE LOCAL WELLNESS POLICY WEBPAGE:

[HTTPS://WWW.ISBE.NET/PAGES/LOCAL-SCHOOL-NUTRITION-
WELLNESS-POLICY.ASPX](https://www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx)

CONTACT INFORMATION

NUTRITION DEPARTMENT: 217-782-2491

ETANNER@ISBE.NET