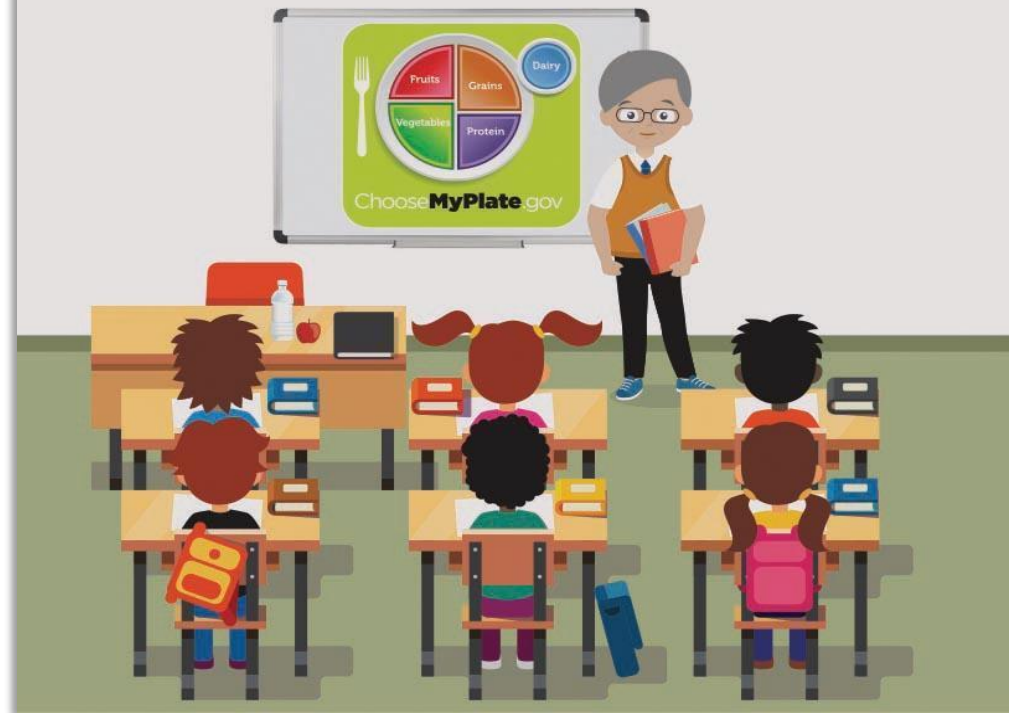




Local Wellness Policies: Completing the Triennial Assessment

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

Better Health = Better Learners
#schoolwellness



Equity • Quality • Collaboration • Community



Agenda

Background & Regulations

Resources

Frequently Asked Questions

Equity • Quality • Collaboration • Community



Background

- **Local wellness policies were established by the Child Nutrition and Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Reauthorization Act of 2004**
- **LWPs were then strengthened by the Healthy, Hunger-Free Kids Act of 2010 (HHFKA)**
 - **Requires sponsors participating in the NSLP and/or SBP to establish a local wellness policy**
- **The USDA finalized regulations on July 29, 2016**
- **Sponsors must be in compliance with the requirements of the Final Rule as of June 30th, 2017.**

Equity • Quality • Collaboration • Community



Purpose

- **A local school wellness policy is a written document of official policies that guide a sponsor's efforts to establish an environment that promotes students' health, well-being, and ability to learn by supporting healthy eating and physical activity**
- **Local School Wellness Policies:**
 - ❖ **Promote nutrition**
 - ❖ **Promote student health**
 - ❖ **Reduce childhood obesity**
 - ❖ **Increase transparency with the public about the school wellness and nutrition environment**

Equity • Quality • Collaboration • Community



Regulations

- Current Local Wellness Policy regulations governing sponsors participating in the NSLP and SBP are located at 7 CFR 210.31
- Current regulations govern:
 - Who must have a local wellness policy
 - Content of the wellness policy
 - Public involvement and notification
 - Policy evaluation
 - Recordkeeping

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

Equity • Quality • Collaboration • Community



Triennial Assessment Regulations

- 7 CFR 210.31(e): Implementation Assessments and Updates
- Each sponsor must, at least once every three years, assess their compliance with the local wellness policy, and make assessment results available to the public
- The assessment must measure:
 - 1) The extent to which each site under the jurisdiction of the sponsor is in compliance with the local wellness policy
 - 2) The extent to which the local wellness policy compares to model local wellness policies
 - 3) A description of the progress made in attaining the goals of the local wellness policy

Equity • Quality • Collaboration • Community



Triennial Assessment Regulations

- 7 CFR 210.31(e): Implementation Assessments and Updates
- Designate one or more officials to ensure that each participating site complies with the local wellness policy
- Make appropriate updates or modifications to the local wellness policy based on the triennial assessment



Equity • Quality • Collaboration • Community



Triennial Assessment Regulations

- 7 CFR 210.31(f): Recordkeeping Requirement
- Each sponsor must retain records of:
 - The written local wellness policy
 - Documentation demonstrating compliance with community involvement requirements, including requirements to make the local wellness policy and triennial assessments available to the public
 - Documentation of the triennial assessment of the local wellness policy for each site under its jurisdiction

Equity • Quality • Collaboration • Community



Triennial Assessment Regulations

- Triennial Assessment due date:
 - Original guidance under the HHFKA requires sponsors to complete their first triennial assessment by June 30, 2020
 - USDA issued two *Nationwide Waivers of Local School Wellness Policy Triennial Assessments*
 - The first waiver extended the deadline for sponsors to complete their first triennial assessment to June 30, 2021
 - [List of sponsors approved for extension #1](#)
 - The second waiver extended the deadline to June 30, 2022
 - [List of sponsors approved for extension #2](#)
 - Sponsors not on these lists were required to complete their first triennial assessment by June 30, 2020

Equity • Quality • Collaboration • Community



ISBE Resources

Local Wellness Policy Content Checklist

Triennial Assessment Template

Equity • Quality • Collaboration • Community




Local Wellness Policy Content Checklist

Local Wellness Policy Content Checklist

This tool is intended to help schools meet the USDA regulations for Local Wellness Policies when developing the content of those policies. This checklist is not intended to take the place of the required triennial assessments 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. Please note, USDA expects LEAs to review “Smarter Lunchroom” tools and strategies, at a minimum.
- 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 (e.g. 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.



 Illinois State Board of Education, Nutrition Division April 2019

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

Equity • Quality • Collaboration • Community



Local Wellness Policy Content Checklist

- Goals for nutrition education
- Goals for nutrition promotion
- Goals for physical activity
- Goals for other school-based activities that promote student wellness
- Nutrition standards for school meals
- Nutrition standards for competitive foods
- Standards for all foods and beverages provided, but not sold
- Food and beverage marketing
- Wellness leadership
- Public involvement
- Triennial assessments
- Reporting
- Unused Food Sharing Plan

Equity • Quality • Collaboration • Community



Triennial Assessment Template

Local Wellness Policy Triennial Assessment

Schools participating in the National School Lunch Program and/or School Breakfast Program are required to have a Local Wellness Policy. 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 school 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.

District Name: _____ School 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) 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

Illinois State Board of Education, Nutrition Department May 2020

Part II: Goal Assessment

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 school 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 | | | | |
| | | | | |
| | | | | |
| | | | | |

Illinois State Board of Education, Nutrition Department May 2020

| Goals | Meeting | Partially Meeting | Not Meeting | Next Steps (If Applicable) |
|-------------------|---------|-------------------|-------------|----------------------------|
| Physical Activity | | | | |
| | | | | |
| | | | | |
| | | | | |

| Goals | Meeting | Partially Meeting | Not Meeting | Next Steps (If Applicable) |
|--|---------|-------------------|-------------|----------------------------|
| Other School-Based Wellness Activities | | | | |
| | | | | |
| | | | | |
| | | | | |

Illinois State Board of Education, Nutrition Department May 2020

Part III: Model Policy Comparison

Indicate the Model Wellness Policy used for comparison against your Local Wellness Policy. Provide a narrative for each prompt below based on the findings.

Alliance for a Healthier Generation's Model Wellness Policy
 Rudd Center's WellSAT 3.0
 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.

Illinois State Board of Education, Nutrition Department May 2020

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

Equity • Quality • Collaboration • Community



Triennial Assessment Template

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](#).

- | | | |
|---|---|--|
| <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 | | |

- ✓ The extent to which each site under the jurisdiction of the sponsor is in compliance with the local wellness policy

Equity • Quality • Collaboration • Community



Triennial Assessment Template

Part II: Goal Assessment

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 school 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 | | | | |
| | | | | |
| | | | | |
| | | | | |

- ✓ The extent to which each site under the jurisdiction of the sponsor is in compliance with the local wellness policy

Equity • Quality • Collaboration • Community



Triennial Assessment Template

Part II: Goal Assessment

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 school 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 | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

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

Equity • Quality • Collaboration • Community



Triennial Assessment Template

Part III: Model Policy Comparison

Indicate the Model Wellness Policy used for comparison against your Local Wellness Policy. Provide a narrative for each prompt below based on the findings.

[Alliance for a Healthier Generation's Model Wellness Policy](#)

[Rudd Center's WellSAT 3.0](#)

Other: _____

1. What strengths does your current Local Wellness Policy possess?

2. What improvements could be made to your Local Wellness Policy?

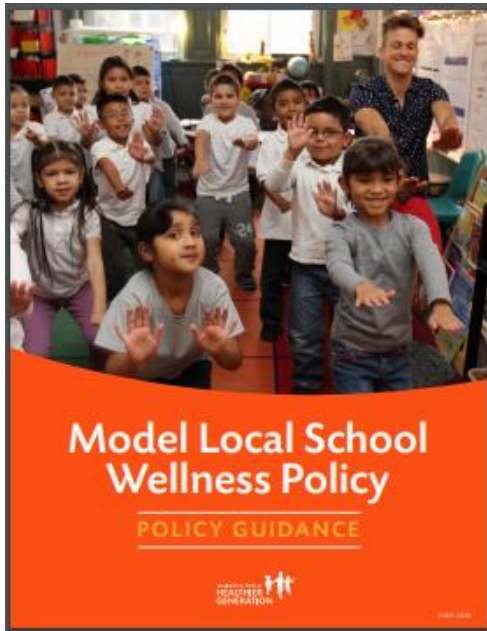
3. List any next steps that can be taken to make the changes discussed above.

✓ The extent to which the local wellness policy compares to model local wellness policies
Equity • Quality • Collaboration • Community



Triennial Assessment Template

Alliance for a Healthier Generation's Model Wellness Policy



<https://api.healthiergeneration.org/resource/2>



Equity • Quality • Collaboration • Community



Triennial Assessment Template

Rudd Center's WellSAT 3.0

- Nutrition education
- Standards for USDA Child Nutrition Programs and School Meals
- Nutrition Standards for Competitive and Other Foods and Beverages
- Physical Education and Activity
- Wellness Promotion and Marketing
- Implementation, Evaluation, and Communication

| SUBJECT | | RATING | | | |
|---------|---|---|----------------------------|----------------------------|----------------------------|
| NS1 |  Addresses compliance with USDA nutrition standards (commonly referred to as Smart Snacks) for all food and beverages sold to students during the school day. |  | 0 <input type="radio"/> | 1 <input type="radio"/> | 2 <input type="radio"/> |

<https://www.wellsat.org/>

Equity • Quality • Collaboration • Community



Frequently Asked Questions

When is the triennial assessment due?

Original guidance under the HHFKA requires sponsors to complete their first triennial assessment by June 30, 2020. However, USDA issued two *Nationwide Waivers of Local School Wellness Policy Triennial Assessments in the National School Lunch and School Breakfast Programs* in response to COVID, which extended the deadline for sponsors to complete their first triennial assessment. The first waiver extended the deadline to June 30, 2021. The second waiver extended the deadline to June 30, 2022. Sponsors that wished to opt-in to the extension were required to notify ISBE. For a complete list of sponsors that were approved for each extension, please visit the following links:

- [Extension #1](#)
- [Extension #2](#)

Equity • Quality • Collaboration • Community



Frequently Asked Questions

When will the next triennial assessment be due?

The triennial assessment must be completed, at a minimum, every three years. For example, if a sponsor completed their first triennial assessment on June 30, 2020 the next triennial assessment would be due no later than June 30, 2023. A sponsor that chose to use the nationwide extension and complete their first triennial assessment by June 30, 2021 would then need to complete their next triennial assessment by June 30, 2024.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

If the first triennial assessment was late, when will the next triennial assessment be due?

If a sponsor missed the due date of their first triennial assessment, their next triennial assessment is still due based on the original due date. For example, if a sponsor missed their due date of June 30, 2020 and instead completed their first triennial assessment on January 25, 2021. Their second triennial assessment would still be due by June 30, 2023 because their original due date was June 30, 2020.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

How do I know when our last triennial assessment was completed?

If your organization has completed a triennial assessment in the past, the organization should have that assessment on file as well as when it was completed.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

Where do I submit the completed triennial assessment?

Completed triennial assessments should be kept on file at the organization. Triennial assessment documentation will be reviewed by an ISBE monitor during an Administrative Review of the School Nutrition Programs. Additionally, sponsors must make triennial assessment reports available to the public.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

Does a triennial assessment need to be completed for each school at my School District?

The sponsor is responsible for ensuring that a triennial assessment of all the participating sites under its jurisdiction has been conducted. The sponsor may conduct the triennial assessment on behalf of each participating site under its jurisdiction, or may allow each site to conduct its own assessment.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

Who should conduct the triennial assessments?

Sponsors must designate at least one official as responsible for determining the extent to which each site under the jurisdiction of the sponsor is in compliance with the wellness policy. Additionally, other stakeholders must be permitted to be involved in the review process. However, sponsors have discretion in how they implement this requirement since each organization is best suited to determine its distinctive needs.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

How should the triennial assessment be completed during COVID-19, when schools may be operating remotely and/or some wellness activities may have temporarily ceased?

Sponsors should, at a minimum, assess what was done in the previous three years (through School Year 19-20), and do their best to include any implementation of activities this school year. USDA understands that not all wellness activities may have been feasible this school year, so sponsors should make note of any activities that could not be implemented due to COVID-19. However, sponsors are encouraged to think of ways in which they can implement activities virtually.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

What form should be used to complete the triennial assessment?

ISBE has developed the [Triennial Assessment Template](#) to assist sponsors with completing the triennial assessment. However, sponsors are not required to use this form. Sponsors have the flexibility to develop their own triennial assessment tools, ensuring that they are documenting all 3 required components of the triennial assessment.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

What information must be included in the triennial assessment?

Triennial assessments of the local wellness policy must describe 1) the extent to which each school under its jurisdiction complies with the policy, 2) the extent to which the policy aligns with model policies, and 3) progress made towards attaining the goals outlined in the policy. Again, there is local discretion on the format of the report.

Equity • Quality • Collaboration • Community



Frequently Asked Questions

What is the State Agency process for reviewing local wellness policies and triennial assessments?

During an Administrative Review of the School Nutrition Programs, which is conducted by an ISBE monitor, sponsors must provide documentation of their written local wellness policy, and documentation that the policy itself was made available to the public. Additionally, sponsors must provide documentation of triennial assessments of the policy for each site under its jurisdiction, as well as documentation demonstrating the sponsor made the triennial assessments, and any policy updates, available to the public. Sponsors must also provide documentation of compliance with community involvement requirements.

Equity • Quality • Collaboration • Community



Questions can be entered into the question box



Equity • Quality • Collaboration • Community



Thank you for attending today's webinar!

More information and resources on Local Wellness Policies can be found on ISBE's website at <https://www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx>

Equity • Quality • Collaboration • Community