

Wisconsin Local Wellness Policy Triennial Assessment Report Card

In accordance with the U.S. Department of Agriculture’s Final Rule: Local School Wellness Policy Implementation, all School Food Authorities (SFAs) participating in the National School Lunch or School Breakfast Program must complete an assessment of their local wellness policy, at minimum, once every three years. The assessment requirement is designed to result in local school wellness policies that strengthen the ability of SFAs to create a school nutrition environment that promotes students' health, well-being, and ability to learn. The assessment must measure the SFA’s compliance with their local wellness policy, describe the SFA’s progress toward meeting their local wellness policy goals, and describe how the language in the SFA’s wellness policy compares to the model wellness policy. **The Wisconsin Local Wellness Policy Triennial Assessment Report Card is required to be used by all Wisconsin SFAs in order to fulfill the triennial assessment requirement.**

As part of the Triennial Assessment Report Card, SFAs are required to complete the Wellness School Assessment Tool (WellsAT). The WellsAT allows SFAs to rate the extent to which their policy contains language related to 67 policy items considered to be best practices for school wellness. Please note, the WellsAT only evaluates policy content. If your SFA has implemented best practices but has not included language within the policy, you must select the rating that corresponds with no policy language present. Once completed, an overall comprehensive score and strength score will be calculated. The assessment can be completed electronically at wellsat.org. To complete the assessment electronically, you will need to log-in to the online portal or register as a new user and begin a new assessment. The assessment may be completed manually by downloading the [assessment questions](#) and filling out the [scorecard](#) with your responses.

Completing the Wisconsin Local Wellness Policy Triennial Assessment Report Card

The Triennial Assessment Report Card template can be found starting on page two of this document. Navigate through the fillable form fields and enter the indicated information. The form fields are identified as appearing in brackets and with a gray background ({{Example Form Field}}).

- 1. Assess Compliance with the Local Wellness Policy.**
Enter SFA wellness policy statements and rate the degree of compliance. Delete any rows within the tables that are not needed. Additional rows may be added as needed. Calculate the overall rating by taking the average of all policy statement scores.
- 2. Describe the overall progress made toward meeting policy goals.**
Provide a narrative update describing progress achieved, activities implemented, and plans for future wellness policy implementation.
- 3. Report on results of the WellsAT.**
Describe areas of policy strength and areas for improvement based on the findings of the WellsAT. You may elect to include your WellsAT scores within the Triennial

This institution is an equal opportunity provider.

Assessment Report Card. If you do not want to include your scores, delete the text from the section.

Following completion of the Triennial Assessment Report Card, release the report to the school community. SFAs are required to provide documentation that the results of the triennial assessment were provided to the public as part of the Administrative Review of school nutrition programs. It is recommended you delete this instructional page prior to releasing the report.

Hamilton School District

Local Wellness Policy Triennial Assessment Report Card

Date Completed: June 2021

A local wellness policy guides efforts to create a healthier school environment. Effective wellness policies support a culture of well-being by establishing healthful practices and procedures for students, staff, and families. Schools/districts participating in the federal Child Nutrition Programs are required to complete an assessment of their local wellness policy, at minimum, once every three years. This report summarizes policy objectives and details the results of the most recent evaluation. For questions regarding the results, contact Paul Mielke, Superintendent, (262) 246-1973 x1107.

Section 1: Policy Assessment

Overall Rating:

3

Ratings are based on a four-point scale to measure success in meeting/complying with each policy objective.

- 0 = objective not met/no activities completed
- 1 = objective partially met/some activities completed
- 2 = objective mostly met/multiple activities completed
- 3 = objective met/all activities completed

Nutrition Standards for All Foods in School	Rating
School lunches will meet or exceed the USDA nutrition requirements established under the Healthy Hunger-free Kids Act of 2010. All items served to students during the school day including the school store are recommended to follow Smart snack standards.	3
School lunches will comply with the National School Lunch standards for meal patterns, nutrient levels and calorie requirements for the ages/grade levels served and will meet the USDA nutrition requirements established under the Healthy Hunger-free Kids Act of 2010. School meals will include fresh, locally-grown foods whenever possible.	3
Foods and beverages (including à la carte items) offered within the district food service program shall be nutrient-dense, including whole grain products and fiber-rich fruits and vegetables to provide students a variety of healthy choices to maintain a balanced diet. Free drinking water is always available to students and staff, including where meals are served.	3
All schools will provide adequate time for daily lunch periods for students to eat. Personnel will work to minimize the time students wait in line.	3
The District will follow a prepayment system for students who pay the full-price or reduced price for school meals (lunches) and for meals and for students who wish to obtain à la carte items. All students, regardless of full-price or reduced price status, use an identical barcode card for purchases at the Point of Sale register. The District follows school meal account procedures to address unpaid meal balances as found in Board policy #763, School Meal Account Charges and Collections Policy and Procedures.	3
Applications for free/reduced price meals are included in the links to registration material at the beginning of the school year, as hard copies in the main office of each school building, and available on the district's website.	3

<p>The District’s School Nutrition Services Department shall use the USDA’s Smarter Lunchroom tools (including the Smarter Lunchroom Self-Assessment Scorecard) and other resources available on the USDA website” (SM6) to determine ways to improve the school meals environment. The School Nutrition Services Department will implement Smarter Lunchroom techniques at each school.</p>	<p>3</p>
<p>To increase participation in school meal programs, School Nutrition Services operate cafeterias and service areas at each school in alignment with the tools and strategies found in the Smarter Lunchroom Movement whenever possible. Marketing strategies will promote healthy choices and will be limited to products that meet USDA nutrition standards.</p>	<p>3</p>
<p>Foods and beverages sold to students outside the school meal programs are recommended to meet at least the USDA’s minimum nutrition standards for such items (also called the “smart snacks” or “competitive food” standards), including all permissible exemptions and exceptions that are identified in the regulations or otherwise expressly allowed by the USDA. These standards apply, for example, to à la carte options in cafeterias, vending machines that are accessible to students, and items sold in school stores or on snack carts. Only water, milk and 100% juice shall be sold to students at the middle and elementary levels. USDA Smart Snack standards for beverages will be followed at the high school level.</p>	<p>3</p>
<p>Both the federal standards and this Wellness Plan allow a building principal, or another administrative-level designee, to approve (to the extent authorized by the Department of Public Instruction) a limited number of exempt student organization fundraisers involving the sale of food or beverage items that do not meet any minimum nutrition standards. DPI currently allows up to two (2) approved exempt fundraisers per student organization per school year, with each such fundraiser lasting no longer than two (2) weeks. However, an approved exempt fundraiser may not take place in the food service area during any school meal period. In addition, an authorized exempt fundraiser must adhere to all other District policies and procedures related to fundraisers.</p>	<p>3</p>
<p>Foods that, with appropriate District approval, are ordered and delivered at school or through a school-related activity, but that are not intended to be (and that due to packaging, preparation requirements, etc., cannot reasonably be) consumed on school premises (such as a frozen pizza fundraiser) are not subject to any specific nutrition standards or time or location restrictions regarding orders or deliveries under this local Wellness Plan.</p>	<p>3</p>
<p>Any beverages that are not on the approved list of beverages to be sold on the school campus during the school day should not be served or distributed to students during the school day without first receiving written permission from the building principal. All schools must also be aware of and adhere to federal requirements regarding the availability of free drinking water for students.</p>	<p>3</p>
<p>Teachers and students are encouraged to offer or distribute healthy snacks and treats for student birthday celebrations, classroom parties, and other similar events. A healthy snack list that is based on sound nutrition facts and principles will be developed and maintained under the coordination of the building principal and made available to staff and parents. The district encourages foods offered on the school campus to meet or exceed the USDA Smart Snacks School nutrition standards (Smart Snacks in School USDA-FNS) including those provided at celebrations and parties and classroom snacks brought by staff or family members. Non-food celebrations will be promoted and a list of ideas is available to staff and family members.</p>	<p>3</p>
<p>Staff’s use of foods of minimal nutritional value as student rewards or learning incentives should be kept to a minimum (e.g., not regularly and using minimal serving sizes).</p>	<p>3</p>

Nutrition Promotion	Rating
The district will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. Every effort will be made to select materials free of brand names/logos and illustrations of unhealthy foods.	3
No District official, employee, or agent shall prospectively authorize or allow the marketing of any foods or beverages on a school campus during the school day (including before school and 30 minutes after the close of the instructional day for students) that do not meet the minimum federal nutritional standards for foods and beverages that are sold to students outside of the school meal programs. "School campus" means any area of District property that is accessible to students during the school day. "Marketing" means advertising and other promotions, and can include oral, written, or graphic statements/materials that are presented with the purpose of encouraging the sale or consumption of a particular product. Examples of items on which marketing may sometimes be proposed include the exterior of vending machines, trash cans, cups, tray liners, posters, etc.	3
Educational information which encourages healthy eating and physical activity for families, both within the home and outside the home should be provided.	3
Family members should be encouraged to be an integral partner in teaching children about health and nutrition.	3
School staff members shall be encouraged to model healthy eating and physical activity behaviors.	3
Health and wellness opportunities will be offered to staff in order to assist with their goals in developing a work-life balance and improved wellbeing. The district will encourage and support healthy lifestyles through use of facilities, EAP, insurance partnership, etc.	3
The School Nutrition department will meet hiring and annual continuing education/training requirements in the USDA Professional Standards for Child Nutrition Professionals.	3

Nutrition Education	Rating
Nutrition concepts should be reinforced and fitness education integrated into appropriate subject areas.	3
Nutrition education should include reinforcement of the importance of physical activity and the health risks associated with a sedentary lifestyle and include lessons which provide the knowledge and skills necessary to promote health.	3
School programs should provide opportunities for students in grades K 4 through 12 to receive nutrition education that provides the knowledge they need to adopt healthy lifestyles	3
Schools should work to offer additional opportunities throughout the year for experiential, environmental, and nature-based outdoor learning in school gardens, school forests, school natural areas, and other outdoor classrooms.	3

Physical Activity and Education	Rating
The district shall provide physical education to students in grades K-12 using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum is reviewed on a regular basis as outlined in the District's formally established curriculum review cycle process.	3
The fitness education curriculum will also coordinate with the health education curriculum, which includes nutrition, to provide instruction related to the knowledge and skills necessary to participate in lifelong, health-enhancing physical activity.	3
Schools will meet or exceed the Wisconsin Department of Public Instruction required hours of physical education instruction.	3
Students in grades K-12 will receive physical education instruction from certified/licensed physical education teachers. The instructors will be provided with opportunities for professional development/training throughout the school year in order to provide a comprehensive curriculum	3

that identifies standards, competencies and activities that promote physical activity and a healthy lifestyle.	
The district shall also provide opportunities for students to participate in physical activity in addition to physical education (e.g., athletics, intramurals, and co-curricular activities).	3
Supervised recess will be provided throughout the day at the elementary, middle and intermediate school levels.	3
Schools should encourage physical activity breaks throughout the day when possible. Staff is encouraged to use physical activity as a reward. Teachers are discouraged from withholding physical activity as student punishment.	3

Other School-Based Wellness Activities	Rating
School districts are required to provide opportunities for school administrators, teachers (including physical education and health education teachers), school food service staff, school health professionals (e.g., a registered nurse serving the schools), students, parents and guardians, School Board members, and other interested members of the community to participate in the development, implementation, and periodic review and updating of the District's Wellness Plan.	3
The district will promote opportunities for students to participate in physical activity either before and/or after the school day, which includes, but is not limited to, WIAA athletics, school clubs and activities.	3
The district will offer various family-focused events supporting health promotion (e.g., health fair, nutrition/physical activity open house) each year.	3
School facilities may be available for community use per Board policy, i.e., walking, tennis courts, etc.	3
Policy Monitoring and Implementation	Rating
The District Wellness Team is a sub-committee composed of District Administrative Staff, the Manager and Assistant Manager of Food and Nutrition Services, and staff from each school building representing various employee groups. The committee's primary charge is to meet bi-monthly, when possible, to explore/research and provide opportunities for education, support and resources to assist employees in their efforts to develop a healthy work-life balance and improved quality of life. The District and school administrators will encourage staff to model healthy eating and physical activity behaviors.	3
The district will invite a diverse group of stakeholders from the list below to participate in the development, implementation, and periodic review and update of the policy.	3
The individuals who hold the following administrative or supervisory position(s) within the District have primary responsibility for the District-wide implementation and oversight of the District's Wellness Plan.	3
In formulating and implementing action steps related to the goals identified in this Wellness Plan, District-level and school-level personnel will attempt to identify specific opportunities for stakeholder input and participation.	3
The Local Wellness Policy Report Card shall be reviewed and considered when developing any recommended changes to the District Wellness Plan or determining that no specific changes need to be made. Any recommended changes to the District Wellness Plan shall be forwarded for formal District-level consideration and possible District-level approval. The recommended changes may be forwarded by school officials who have school wellness leadership responsibilities and/or on behalf of the Wellness Steering Committee.	3
The District's completed Local Wellness Policy Report Card, along with any recommended changes to the District Wellness Plan, shall be presented to the School Board prior to being communicated to the public as outlined in Section VII below.	3
Notwithstanding the formal triennial assessment and reporting process, recommendations to update or modify this Wellness Plan (e.g., to replace a goal that has been achieved) may be brought forward for District-level consideration and possible action (i.e., approval, rejection, or modification) at any time.	3

Section 2: Progress Update

In 2020, the USDA issued a nationwide waiver of the required local school wellness policy triennial assessments in order to support districts because of school closures due to COVID-19. The deadline to complete the first triennial assessment was moved to June 30, 2021. The Hamilton School District triennial wellness policy assessment took place on May 26, 2021. The District Wellness Assessment Committee reviewed the District Wellness Plan, which was originally adopted in 2006 and revised in 2021. The Committee compared the District Wellness Plan to the WellSAT: 3.0 and determined strengths of the current policy and recommended areas for improvement.

Section 3: Model Policy Comparison

A required component of the triennial assessment is to utilize the Rudd Center's Wellness School Assessment Tool (WellSAT) for comparison of the Local Wellness Policy to a Model Wellness Policy. The WellSAT includes 67 best practice policy items related to nutrition education; nutrition standards for foods; physical education and activity; wellness promotion and marketing; and implementation, evaluation, and communication. The comparison identified policy strengths and areas for improvement.

Local Wellness Policy Strengths

The District Wellness Assessment Committee determined the revised District Wellness Plan Board policy created a more comprehensive plan. The policy includes: defined wellness plan goals; standards and nutrition guidelines for foods and beverages available to students; guidelines for marketing of food and beverages; opportunities for stakeholder involvement; assessment and implementation guidelines; and reporting and communications related to the District Wellness Plan. Areas of significant strengths include Standards for USDA Child Nutrition Programs and School Meals along with Implementation, Evaluation and Communication.

Areas for Local Wellness Policy Improvement

The Committee recommended further policy review to explore the use of stronger wording where possible, inclusion of links within the policy to applicable Board policies and external resources where appropriate, and (based on Committee feedback) work to develop an additional social emotional wellness component.

WellSAT Scores

WellSAT scores are calculated for comprehensiveness and strength. The comprehensiveness score reflects the extent to which recommended best practices are included in the policy. The strength score reflects how strongly the policy items are stated. Scores range from 0 to 100, with lower scores indicating less content and weaker language and higher scores indicating higher content and the use of specific and directive language.

Comprehensiveness Score:

85

Strength Score:

38