Indiana
DEPARTMENT OF EDUCATION
Working Together for Student Success

Local School Wellness Policy: Triennial Assessment Template

Background Information

An assessment of your school wellness policy must be conducted a minimum of once every three years per United States Department of Agriculture (USDA) regulations; however, Local Educational Agencies (LEAs) may assess their policy more frequently if they wish.

Purpose

The template below is offered as a way to summarize the information gathered during your assessment. Members of a school wellness committee who are completing their 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 3) progress made in attaining the goals of the wellness policy.

Results

The copy of the assessment, as well as the current wellness policy, must be made available to the public. How these documents are shared publicly is the decision of the LEA. Many LEAs choose to post the results on their district website. Sponsors may use this template to organize the assessment conducted and make it available to the public.

Recordkeeping

Keep a copy of the most recent triennial assessment, along with supporting documentation on file. State agencies will assess compliance with the wellness policy requirements as a part of the General Areas of the Administrative Review every three years. Keep a copy of the results on file for at least three full school years plus the current year.

Section 1: General Information

School(s) included in the assessment: Dugger Union Community Schools

Month and year of current assessment: May, 2025

Date of last wellness policy revision: March, 2022

Website address for the wellness policy and/or information on how the public can access a copy:
https://duggerunionschools.org/administration/cafeteria/

Section 2. Compliance with the Wellness Policy and Progress Towards Goals

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

- Specific goals for:
  - ☑ Nutrition promotion
  - ☑ Nutrition 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 evaluation plan.

Using the tables below, indicate the language that is currently written in the school wellness policy in relation to each topic area. Next, assess and discuss whether the school is meeting the goal, partially meeting the goal, or not meeting the goal. Finally, indicate the progress made for each goal and next steps that have been identified.

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Wellness Coordinator: Has identified at least one person as responsible for facilitating the wellness policy upkeep Name person responsible for facilitating the upkeep: Darin Simpson, Principal	☑	☐	☐
Describe progress and next steps: Has met goal.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Stakeholder Participation: Allow parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, evaluation and update of the wellness policy	☐	☑	☐
Describe progress and next steps: We are trying to recruit more members to the school wellness committee.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
USDA Requirements for School Meals: Has assured school meals meet the USDA requirements	☑	☐	☐
Describe progress and next steps: Continue to review and modify the wellness policy to make sure it's compliant with mandates.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Nutritional Guidelines for all foods and beverages sold: Has set nutritional guidelines for foods and beverages sold on the school campus during the school day	☑	☐	☐
Describe progress and next steps: We are continually working with staff/teachers on providing information on products that are sold outside of the cafeteria.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Nutritional Guidelines for non-sold foods and beverages: Has set nutritional guidelines for foods and beverages not sold but made available on the school campus during the school day	☑	☐	☐
Describe progress and next steps: If food is brought into the buidling outside of the cafeteria, we required pre-packaged food with the nutrition label to be affixed to the package. We want to continue to communicate with teachers about the importance of requiring parents to bring in pre-packaged foods with the nutirion label.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Food & Beverage Marketing: Allow marketing on the school campus during the school day of only those foods and beverages that meet the competitive food/beverage requirements (Smart Snacks)	☑	☐	☐
Describe progress and next steps: We allow marketing in the cafeteria/kitchen for those foods. We want to review the marketing campaign to see if we can better expand the information throughout the building.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Nutrition Education: Has at least 2 goals for nutrition education List goals: 1. Nutrition education posters, such as the MyPlate, will be displayed in the cafeteria. 2. Nutrition education shall be included in the health curriculum.	☑	☐	☐
Describe progress and next steps: We display nutrition information inside the cafeteria about healthy meals. Our health curriculum includes information on eating healthy and maintaining a healthy lifestyle.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Nutrition Promotion: Has at least 2 goals for nutrition promotion List goals: 1. Eliminate trans-fat from school meals. 2. Require students to select a fruit or vegetable as part of a complete reimbursable meal.	☑	☐	☐
Describe progress and next steps: We continue to try to eliminate trans-fat from school meals. We require the students to select a fruit or vegetable as a part of their meal.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Physical Activity: Has at least 2 goals for physical activity List goals: 1. K-5 20 min recess 2. Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.	☑	☐	☐
Describe progress and next steps: We provide at least 30 mins of elementary recess for our students. All students have some sort of physical movement during the day, either moving to different classes, or up and down the hall. All students are encouraged to remain physical. All students have the opportunity to be physical during the lunch period.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Other Activities: Has at least 2 goals for Other School-Based Activities that promote student wellness List goals: 1. Activities, such as tutoring or club meetings, shall not be scheduled during mealtimes, unless students may eat during those meetings. 2. Schools may limit the number of celebrations involving serving food during the school day.	☑	☐	☐
Describe progress and next steps: No class/club meetings are scheduled during lunch time. We limit the amount of celebrations during the day. We will continue to communicate with teachers about limiting bringing in food during celebrations.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Evaluation: Every three years LEA has evaluated the wellness policy with an evaluation tool and has notified the public of the results. The assessment will determine: ● to what extent the LEA is in compliance with the school wellness policy ● the extent to which the local wellness policy compares to model school wellness policies ● the progress made in attaining the goals of the school wellness policy Name person responsible for monitoring the policy: Darin Simpson	☑	☐	☐
Describe progress and next steps: We will continue to work on reviewing our wellness policy every 3 years instad of every 2 years.			

School Wellness Policies are to Include:	Meeting Goal	Meeting Goal Partially	Not Meeting Goal
Communication: Annually inform and update parents, students, staff, and the community about the content and implementation of the wellness policy and provide a way for additional stakeholders to be able to participate	☑	☐	☐
Describe progress and next steps: Included on the school website. We will look into provinding a space on our website that parents can submit suggestions to our wellness policy.			

Include any additional notes, if necessary:

Include any additional notes, if necessary

Section 3. Comparison to Model School Wellness Policies

Indicate model policy language used for comparison. Model policies may be found here.

- ☑ Alliance for a Healthier Generation: Model Policy
- ☐ Upgrade Sample Language
- ☐ Other (please specify): Insert the name of the model wellness policy you used

Describe how the school wellness policy compares to model wellness policies.

Our policy is similar to model policies. We need to have a list of committee members and their roles. In addition, need to add more language in our policy about fundraisers and celebrations in the classroom and the requirements of those events. We also need to add language in our policy about marketing of healty foods. We think our policy lists out our goals in a clear and concise manner.