

**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

The copy of the assessment must be made available to the public. How the assessment is made available is the decision of the LEA. Many LEA's 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:

Allegan County Juvenile Center

Month and year of current assessment: June/2024

Date of last Local Wellness Policy revision: June/2021

Website address for the wellness policy and/or information on how the public can access a copy:

Posted on public bulletin board within facility as well as on the Allegan County Youth Home website:

<https://www.allegancounty.org/courts-law-enforcement/family-court/juvenile-detention>

Section 2: Wellness Committee Information

How often does your school wellness committee meet? Annually in June each year

School Wellness Leader:

Name	Job Title	Email Address
Jim Dortch	Secure Detention Director	jdortch@allegancounty.org

School Wellness Committee Members:

Name	Job Title	Email Address
Joan Laraway	Dietary Supervisor	jaraway@allegancounty.org
Anna Cole	Dietary Aide	acole@allegancounty.org
Amy Cornell	Juvenile Register	acornell@allegancounty.org
Jodi Langlois	Cheever Treatment Center Director Community Justice Director	jlanglois@allegancounty.org

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.

- Policy includes four required components: Nutrition; Nutrition Promotion and Education; Physical Activity; and Other School Based Activities.
- Includes Nutrition Standards and Implementation and Measurement.
- Includes standards and nutrition guidelines for all foods and beverages provided to residents during the school day and after/before school day that comply with USDA Guidelines, NSLP requirements, and Smart Snacks nutrition standards.
- No foods are sold to Residents within the facility outside of what is served by the dietary staff.
- Includes Leadership and a Wellness Committee that meets at least annually to review and update this Local Wellness Policy.
- Provides for involvement and input from Residents within the facility, as well as from staff and teachers.
- Includes nutrition and health promotion/advertising that meet the After School Snack nutrition standards.

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: Allegan County Juvenile Center

Date: June/2024

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?
All school breakfasts and lunches comply with the USDA regulations and state policies.	<ul style="list-style-type: none"> a) Participate with the National School Lunch Program (NSLP), School Breakfast Program, and After School Snack Program. b) Ensure meals meet at least the minimum standards - at least five different fruits are offered each week. At least two per week are served fresh. c) Consider input from Residents and staff in menu preparation. 	6/30/17	<ul style="list-style-type: none"> a) Meal counts are done at point of service to ensure meals comply. b) Review weekly meal plans. c) Determine if input from residents was utilized in meal plans. 	Dietary Supervisor	Dietary Staff, Program Staff and Residents	Ongoing; Goal met at time of assessment. NSLP review occurred in March.
Food service personnel will receive required food safety training annually.	<ul style="list-style-type: none"> a) New and current food service directors will participate in live or online training annually to meet program requirements. (Current requirements: Director 12 hours; Manager 10 hours; Staff 6 hours; Part-time 4 hours) 	6/30/17	<ul style="list-style-type: none"> a) Review training records annually. 	Director Dietary Supervisor Juvenile Register	Dietary Staff Program Staff Residents	Ongoing; Not yet met at time of assessment
All staff within the facility will complete Civil Rights Training Annually	<ul style="list-style-type: none"> a) All dietary staff will complete the required online training b) All non-dietary staff will complete the one-page training offered by MDE 	4/2023	<ul style="list-style-type: none"> a) Records of training completion will be maintained for 3 years for all staff. 	Dietary Supervisor Director Juvenile Register	Dietary Staff Program Staff Residents and families	Ongoing; Goal met at time of assessment
Bi-annual food service inspections.	<ul style="list-style-type: none"> c) Schedule or random food service inspections by the Allegan County Health Department at least twice annually. 	6/30/17	<ul style="list-style-type: none"> a) Review inspection dates. b) Complete any necessary corrective actions. 	Director	Director Dietary Staff Residents Health Department	Yes
Three Smarter Lunchroom Behavioral Economics techniques are used on serving line to encourage healthy choices by students.	<ul style="list-style-type: none"> a) Dietary staff serving food will encourage and demonstrate three healthy food choices. b) Program Staff will support healthy food choice recommendations. 	6/30/17	<ul style="list-style-type: none"> a) Monitored by Dietary Staff. b) Interview Program Staff. c) Visual inspections d) Reminder to staff at least annually 	Dietary Supervisor	Dietary Staff Program Staff Residents	Ongoing

<p>Kitchen/Cafeteria/Gardens to be used as learning labs for nutrition education.</p>	<p>a) Involve Residents in meal planning and meal preparation as appropriate. b) Work with Program Staff to determine appropriate Residents for working with Dietary Staff. c) Program staff also conduct life skills with residents that include kitchen skills and following recipes for food preparation and nutrition education. d) Gardens are utilized as a learning lab for growing/harvesting nutritional foods</p>	<p>6/30/17</p>	<p>a) Review records to determine how often Residents were able to assist in kitchen/cafeteria areas. b) Review programs life skills learning sessions.</p>	<p>Program Staff Dietary Staff</p>	<p>Program Staff Dietary Staff Residents Families Community</p>	<p>Ongoing; Goal met at time of assessment</p>
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Physical Activity 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?
Physical activity will be available as a component of the curriculum as required by State licensing of the facility.	<ul style="list-style-type: none"> a) Residents will receive at a minimum one hour of large muscle group activity daily. b) Train Program Staff to include the necessary physical activity time daily. 	6/30/17	a) Interview Program Staff and review case management program to verify appropriate time for physical activity is occurring.	Directors Program Staff	Program Staff Residents	Ongoing; Goal met at time of assessment.
Physical activity will not be assigned or withheld due to poor behavior or punishment for any reason.	a) Train Program Staff on appropriate alternatives for incentives and consequences.	6/30/17	a) Interview Program Staff and review case management program to verify appropriate incentives and consequences are utilized.	Directors	Program Staff Residents	Ongoing; Goal met at time of assessment.

School-based activities to promote student wellness 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?
All residents in grades 6-12, including those with disabilities and special health care needs, and in alternative education setting, will have the opportunity to participate in culturally relevant participatory activities and a variety of learning experiences that are based on the most recent dietary guidelines for Americans and evidence-based information.	<ul style="list-style-type: none"> a) Residents have opportunity to plant, maintain, and harvest gardens. b) Residents have opportunities to participate in meal planning and meal preparation. c) Residents have opportunities to participate in cooking classes learning to prepare nutritious meals, including various ethnic meals. d) Traditional holiday meals are provided to residents. 	6/30/2017	<ul style="list-style-type: none"> a) Interview Program Staff assigned to gardens. b) Interview Program Staff assigned to supervision of Residents. c) Interview Dietary Supervisor. d) Review previous holiday meal plans. 	Program Staff Dietary Supervisor	Program staff Dietary staff Residents Area stores providing plantings for gardens. Families receiving produce from gardens. Local Food banks	Ongoing; Goal met at time of assessment.

<p>Juvenile Center will provide produce from gardens to residents, staff, and families of residents. Juvenile Center will provide any surplus produce not utilized by the above to area food banks.</p>	<ul style="list-style-type: none"> a) Assign Program Staff and Residents for planning/ planting/maintaining/harvesting produce from garden. b) Encourage Residents to eat produce from the gardens. c) Encourage Residents to pursue careers in agriculture field. d) Encourage Program Staff and families of Residents to take home produce available from the gardens. e) Take any remaining produce to area food banks/pantries. 	<p>6/30/17</p>	<ul style="list-style-type: none"> a) Track amount of produce harvested from the both gardens. b) Track dollars saved by utilizing produce from gardens. 	<p>Director Program Staff</p>	<p>Program Staff Residents Parents/guardians Area Food Banks Dietary Staff</p>	<p>Ongoing; Goal met at time of assessment.</p>
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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?
N/A						

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?
Foods and beverages served to residents during the school day and after/before the school day will meet requirements of USDA/NSLP and Afterschool Snack program.	<ul style="list-style-type: none"> a) Review menu plan to determine if all snacks served meet requirements of the After School Snack program, including any snacks to Residents with special dietary requirements. b) Utilize input from residents to determine which After School snacks are appealing and meet requirements. 	6/30/17	<ul style="list-style-type: none"> a) Review of previous daily menus. b) Review of previous monthly meal claims approval or denial. c) Outcome of annual reviews of food programs. 	Dietary Supervisor	Program Staff and residents	Ongoing; Goal met at time of assessment through corrective action following NSLP review
Ensure all foods and beverages served to residents with special dietary requirements and/or food allergies meet USDA/NSLP and After School Snack requirements.	<ul style="list-style-type: none"> a) Review physician note regarding special dietary needs. b) Dietary/allergy special needs will be posted in a designated area in kitchen visible to staff. c) Dietary/allergy special needs will be posted on facility's BIZ program. d) Obtain appropriate After School Snack options that meet special dietary requirements of identified residents. 	6/30/17	<ul style="list-style-type: none"> a) Review records and number of special dietary meals served. b) Note in records any complications arising due to dietary issues. 	Director Dietary Supervisor Program Staff	Program Staff Residents with special dietary requirements	Ongoing; Goal met at time of assessment.

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?
Nutrition and health posters that promote foods/beverages meeting the Smart Snacks in School nutrition standards and promote healthy lifestyles will be posted throughout the facility and will be updated quarterly, or as new materials become available.	<ul style="list-style-type: none"> a) Post nutrition and health information throughout the facility in cafeteria, dayroom areas of residents, classrooms, and lobby of facility. b) Assign Dietary Staff to rotate/change posted information at least quarterly, or as available. c) Program Staff and Dietary Staff shall be instructed to discuss posted information with Residents when appropriate and encourage healthy lifestyles. d) Staff to be reminded annually regarding discussion of posted materials and encouragement of healthy living. 	6/30/17	<ul style="list-style-type: none"> a) Keep a file of all nutrition and health posters that have been posted in the facility with dates posted. b) Interview staff assigned to rotate/change posted information. 	Director Dietary Supervisor Juvenile Register	Program Staff Residents Parents/Guardians Visitors Teachers	Ongoing; Goal met at time of assessment.