Local Wellness Policy: Triennial Assessment Template

Background Information

An assessment of your school wellness policy must be conducted a minimum of once every three years; however, Local Educational Agencies (LEAs) may assess their policy more frequently if they wish. The results of the assessment must be made available to the public.

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 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 (e.g. WellSAT 3.0 report) 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.

Local Wellness Policy: Triennial Assessment Summary

Section 1: General Information

School(s) included in the assessment:

Underwood Public School District

Month and year of current assessment: October 2026

Date of last Local Wellness Policy revision: 2022

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

https://files-backend.assets.thrillshare.com/documents/asset/uploaded_file/2011/Underwood/9cf845a9-6a60-477f-b2d6-34538f6ad3a2/Policy-533-Jan-2026.pdf?disposition=inline

Section 2: Wellness Committee Information

How many times per year does your school wellness committee meet? 3

Designated School Wellness Leader

Name	Job Title	Email Address
Jeff Wilson	Superintendent	jwilson@underwood.k12.mn.us

School Wellness Committee Members

Name	Job Title	Email Address
Jason Fuchs	Physical Education Teacher	jfuchs@underwood.k12.mn.us
Justin Patelski	Custodian/Building Grounds	jpatelski@underwood.k12.mn.us
Brian Hovland/Chad Gilbertson	Dean/Community Ed/Principal	bhovland@underwood.k12.mn.us/cgilbertson@underwood.k12.mn.us
Sue Jensen	Community member	sue.jensen@parkregion.com
Amber Branca	Social Worker	abranca@underwood.k12.mn.us
Vicki Rode	Nurse	vrode@underwood.k12.mn.us
Dawn Hess	Food Service Director	dhess@underwood.k12.mn.us

Section 3. Comparison to Model School Wellness Policies

Complete the WellSAT3.0 assessment tool and keep a copy of the results on file for at least three full school years plus the current year, as it will be reviewed during the next administrative review of your school nutrition program.

Indicate model policy language used for comparison:

- ☐ Alliance for a Healthier Generation: Model Policy
- ☒ WellSAT 3.0 example policy language
- ☐ Other (please specify):_____

Describe how your wellness policy compares to model wellness policies.

WellSAT 3.0 Score for Underwood Schools- Comprehensiveness:68 Strength:41.
The WellSAT is a quantitative assessment tool to help score and improve a local School Wellness Policy. It has been used by school districts from every state and is housed at the Rudd Institute at the University of Connecticut. All WellSAT items reflect the federal law or best practices. The purpose of scoring a district policy is to identify where it is strong and where it could be improved. The Rudd Institute tested this tool in 2023 in a sample from 34 states and the average comprehensiveness score was 59.3 and the average strength score was 21.4.

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 tables below, indicate the language that is currently written in the district local wellness policy in relation to each topic area. Next, assess and discuss whether the district 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.

Nutrition Promotion and Education Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
III.A.1-2 The school district will encourage and support healthy eating by students and engage in nutrition promotion.	x			Information on wellness and healthy snacks are sent home at beginning of school and available on the website for parents/families.

Physical Activity Goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
III.B.1.Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities, such as watching television;	X			State standards-based criteria are followed.

School-based activities to promote student wellness goal(s)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
III.B.2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and 3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.	X			Teachers practice regular P.A. breaks in elementary classes. Secondary moves between classes, but wellness team recognizes more could be beneficial at this level. Opportunities for movement are provided for all.

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e. school meals and smart snacks)	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
IV.5.Food service personnel will take every measure to ensure that student access to foods and beverages meets or exceeds all applicable federal, state, and local laws, rules, and regulations and that reimbursable school meals meet USDA nutrition standards.	X			Meeting USDA requirements

Guidelines for other foods and beverages available on the school campus, but not sold	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
IV.D.Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through: a. Celebrations and parties. The school district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. b. Classroom snacks brought by parents. The school district will provide to parents a list of suggested foods and beverages that meet Smart Snacks nutrition standards.	X	x (sweet t		Wellness resources are available on website. Students/families are encouraged to send healthy snacks to school. Occasional sweet treats are brought in for celebrations.

Marketing and advertising of only foods and beverages that meet Smart Snacks	Meeting Goal	Partially Meeting Goal	Not Meeting Goal	Describe progress and next steps
IV.E. 1. School-based marketing will be consistent with nutrition education and health promotion. 2. Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards.		X		Small Powerade signs above concession stand in the K-12 cafeteria and at gym entrance.

Include any additional notes, if necessary: