

# **Instructions for using the Wisconsin Team Nutrition Local Wellness Policy Report Card**

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In 2010, the Healthy, Hunger Free Kids Act was passed, which expanded upon previous requirements and included new provisions that place a greater emphasis on the implementation, evaluation, and transparency of local wellness policies. Wisconsin Team Nutrition (WI TN) has created the [Local Wellness Policy Report Card Online Tool](#) for schools/districts to use as a method for evaluating their policy and communicating the results to the public. This tool allows schools/districts to enter policy-specific objectives and evaluate to what extent the objectives were achieved. The use of this tool is not required but is recommended.

## Getting Started

1. Print a copy of your school/district wellness policy.

- A sample district wellness policy is included at the end of this document.
- The manual will use this sample policy throughout these instructions as an example of how to use the online tool.

2. Identify the objectives in your wellness policy.

- Objectives are specific actions taken to achieve a goal. An objective should be measurable. Policy objectives will include specific statements that describe a strategy for implementation.
- Objectives included in the sample policy are listed as bulleted points. Examples are highlighted in the image to the right.
- Ideally, the policy will contain objectives related to nutrition standards for all school foods, nutrition promotion, nutrition education, physical education and activity, other strategies for school wellness, and policy monitoring and implementation.

**Sample School District Wellness Policy**

Sample School District (hereto referred to as the District) is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year. Research shows that two components, good nutrition and physical activity before, during, and after the school day, are strongly correlated with positive student outcomes. This policy outlines the District's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions.

**School Meals**

The District is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). All schools within the District are committed to offering school meals through the NSLP and SBP programs.

- All school meals are accessible to all students.
- The District offers reimbursable school meals that meet [USDA nutrition standards](#).
- Drinking water will be available to all students throughout the school day and throughout every school campus, including during mealtimes.
- Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated.

3. Collect information on success of accomplishing policy objectives and assign a score.

- It is recommended a school wellness committee meeting is convened to determine what objectives were accomplished.
- The committee should assign a score of zero to three to measure the extent the school/district is in compliance with the statement. A score of "0" indicates complete non-compliance/objective not met and a score of "3" indicates complete compliance/objective met.
- If the committee is unable to determine if an objective was achieved, additional school staff may need to be contacted.

## Local Wellness Policy Report Card Online Tool

The *Local Wellness Policy Report Card* was created through Google Forms. It is not required that you have a Google log-in to complete the form. The *Local Wellness Policy Report Card Online Tool* is divided into seven pages:

- General School Information – page 1
- Nutrition Standards for All Foods – page 2
- Nutrition Promotion – page 3
- Nutrition Education – page 4
- Physical Education/Activity – page 5
- Other School-Based Wellness Strategies – page 6
- Policy Monitoring/Implementation – page 7

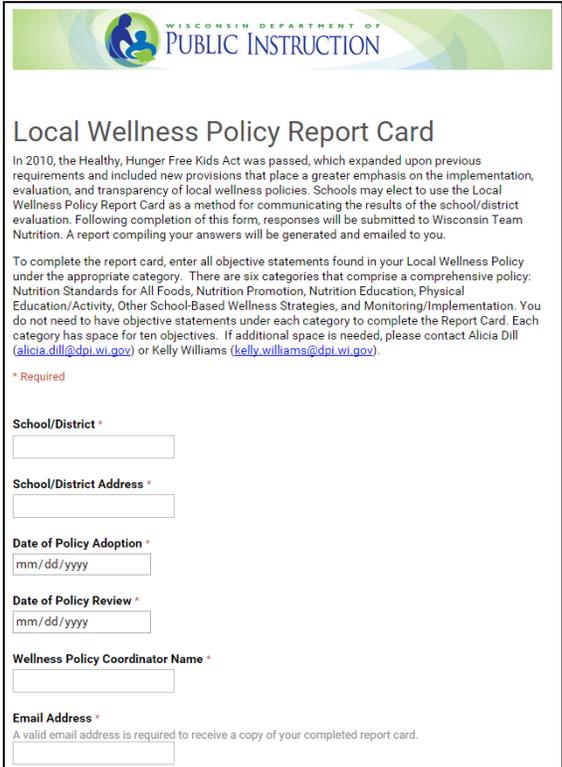
You will navigate through each page of the online tool and enter information about your school/district and wellness policy. The General School Information page has required questions that must be answered prior to proceeding to the next page. All other sections may be skipped if they are not included in your policy. **Do not begin the online form if you are unable to complete the entire form as your responses will not be saved until the form is submitted.** Your responses will be submitted to WI TN to generate a report card that will be emailed to the wellness policy coordinator.

### Completing the Online Tool

1. Included on the first page of the *Local Wellness Policy Report Card Online Tool* are general school information questions. In order for your school/district to receive a report card, these sections must be completed accurately. The questions that you are required to complete are:

- School and/or school district name and address
- Date the local wellness policy was adopted by the school board
- Date the policy was reviewed for this evaluation
- Wellness policy coordinator name and email address

If the person completing the form is different than the wellness policy coordinator, please complete the “Contact Person Name” and “Contact Person Email” fields.



The screenshot shows the 'Local Wellness Policy Report Card' form from the Wisconsin Department of Public Instruction. The form includes a header with the department's logo and name. Below the title, there is an introductory paragraph explaining the purpose of the report card. The form contains several required fields, each marked with an asterisk and a red asterisk icon: 'School/District', 'School/District Address', 'Date of Policy Adoption', 'Date of Policy Review', 'Wellness Policy Coordinator Name', and 'Email Address'. The 'Email Address' field has a note: 'A valid email address is required to receive a copy of your completed report card.' There is also a red asterisk icon next to the text '\* Required'.

- Review your policy and identify how each objective is classified based on the following wellness categories: Nutrition Standards for All Foods (including school meals, competitive foods, school parties, and classroom celebrations); Nutrition Promotion; Nutrition Education; Physical Education/Activity; Other School-Based Wellness Strategies; and Policy Monitoring/Implementation.

**Sample Policy Objectives: Nutrition Standards for All Foods**

- All school meals are accessible to all students.
- The District offers reimbursable school meals that meet [USDA nutrition standards](#).
- Drinking water will be available to all students throughout the school day and throughout every school campus, including during mealtimes.
- Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated.
- Lunch will follow the recess period to better support learning and healthy eating.
- All school nutrition program staff will meet or exceed hiring and annual continuing education requirements in the [USDA professional standards for child nutrition professionals](#).
- The foods and beverages sold outside of the school meal programs (i.e., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum.
- All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards. Exemptions may be allowed at the discretion of the school principal, but shall not exceed more than one exemption per class.
- Only foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day.

- Enter each objective onto a separate field of the online form under its classified category.

- A total of ten objectives can be entered into this form.
- If additional space is needed, please contact WI TN at [DPIFNSTeamNutrition@dpi.wi.gov](mailto:DPIFNSTeamNutrition@dpi.wi.gov).
- You do not need to enter ten objectives if your policy has fewer than ten.
- A sample completed *Nutrition Standards for All Foods* section is available as Appendix 2.

**Objective/Statement 1**

- Select the number that corresponds with the score for each objective that was determined by the wellness committee.

## Nutrition Standards for All Foods

**Objective/Statement 1**

All school meals are accessible to all students.

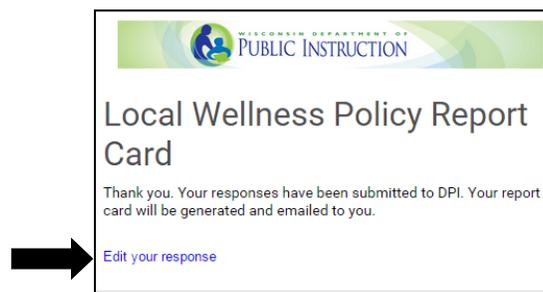
**Objective/Statement 1 Score**

0   1   2   3

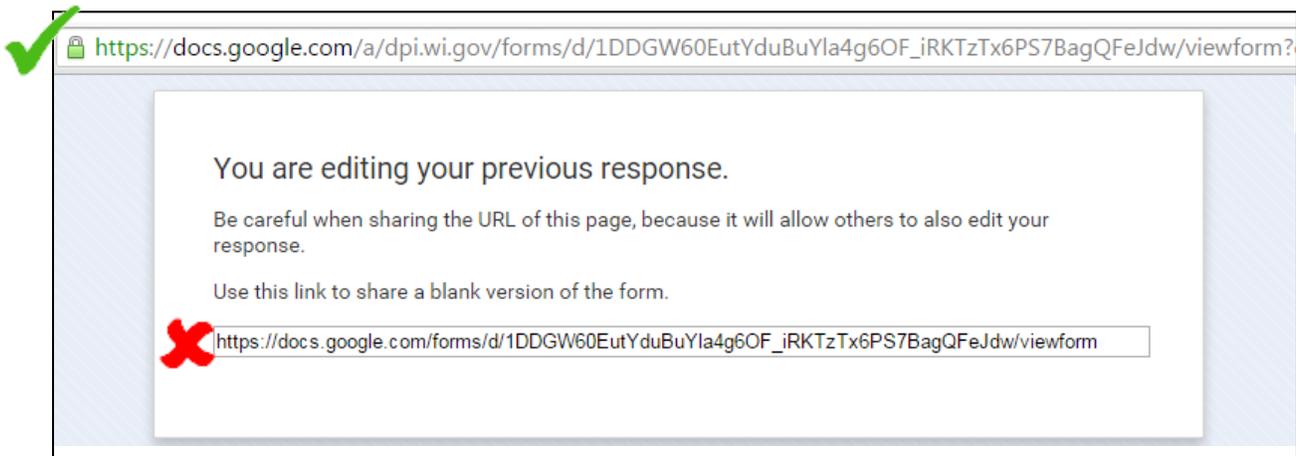
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Not At all     Excellent

5. You will find the “submit” button on the bottom of the Policy Monitoring/Implementation page of the form. Press the “submit” button to submit your information to WI TN. **The information you submit will only be used to generate the report card.** Report cards will be generated by WI TN and emailed to wellness coordinators on the last Monday of every month.
6. If you need to edit any responses or enter additional objectives, you may do so anytime prior to the last Monday of the month your responses were submitted. However, you must record your form’s specific URL to do so.
  - After you submit your responses, a link to “edit your responses” will appear on the submission confirmation page.



- Follow the link and copy the URL located in the address bar at the top of your web browser for future use. Do not copy the link shown below the editing response as this link will open a blank form.



- Use this URL to edit your responses or share with team members to allow them access to the form. **Following any edits, you must re-submit your responses.**

## Creating Your Report Card

Following submission, your information will be used to generate a report card that can be used to inform your school community on your success in meeting wellness policy goals and achieving your specified objectives.

The report card will use the exact language entered into the online tool. WI TN will not edit for accuracy or complete any format changes. The final report card will be emailed to the wellness policy coordinator on the last Monday of the month the form was submitted. The school/district must enter information regarding where the wellness policy is available for review. This section will be highlighted in yellow on your report card. The school/district may use the document as provided, edit any information, or elect to report evaluation results in an alternative way.

Below is a portion of a sample generated report card. A full version is found in Appendix 3.

<b>Sample School District</b> Local Wellness Policy Report Card   2014-2015	
<b>Overall Rating</b>  <span style="font-size: 2em;">2.1</span>	<p>In 2010, the Healthy, Hunger Free Kids Act was passed, which expanded upon previous requirements and included new provisions that place a greater emphasis on the implementation, evaluation, and transparency of local wellness policies. A copy of the Sample School District wellness policy is available at <a href="http://fns.dpi.wi.gov/">http://fns.dpi.wi.gov/</a>. Below you will find a summary of the policy objectives and the results of the most recent evaluation (5/12/2015). The school wellness committee completed the evaluation by scoring the adherence to policy objectives on a four-point scale. For questions regarding the results or for information on joining the wellness committee, contact Jane Doe at <a href="mailto:DPIFNSTeamNutrition@dpi.wi.gov">DPIFNSTeamNutrition@dpi.wi.gov</a>.</p>
<p>Ratings are based on a four-point scale to measure success in meeting/ complying with each objective.</p> <p>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</p>	
<b>Nutrition Standards for All Foods in School</b>	
<b>Rating</b>	
All school meals are accessible to all students.	3
The District offers reimbursable school meals that meet USDA nutrition standards.	3
Drinking water will be available to all students throughout the school day and throughout every school campus, including during mealtimes.	3
Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated.	1
Lunch will follow the recess period to better support learning and healthy eating.	0
All school nutrition program staff will meet or exceed hiring and annual continuing education requirements in the USDA professional standards for child nutrition professionals	2
The foods and beverages sold outside of the school meal programs (i.e., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum.	3
All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards. Exemptions may be allowed at the discretion of the school principal, but shall not exceed more than one exemption per class.	1
Only foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day.	1
<p>Comments: Food-based fundraisers continue to be a problem. The WIDPI fundraising policy allows each student organization to participate in two exempt food fundraisers per year. This policy will be reviewed and for possible revision or better enforcement.</p>	
<b>Nutrition Promotion</b>	
Promote healthy food and beverage choices using at least ten Smarter Lunchroom techniques.	3

## Appendix 1: Sample School District Wellness Policy\*

Sample School District (hereto referred to as the District) is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental, and social success, we need to create positive, safe, and health-promoting learning environments at every level, in every setting, throughout the school year. Research shows that two components, good nutrition and physical activity before, during, and after the school day, are strongly correlated with positive student outcomes. This policy outlines the District's approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions.

### *School Meals*

The District is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). All schools within the District are committed to offering school meals through the NSLP and SBP programs.

- All school meals are accessible to all students.
- The District offers reimbursable school meals that meet [USDA nutrition standards](#).
- Drinking water will be available to all students throughout the school day and throughout every school campus, including during mealtimes.
- Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated.
- Lunch will follow the recess period to better support learning and healthy eating.
- All school nutrition program staff will meet or exceed hiring and annual continuing education requirements in the [USDA professional standards for child nutrition professionals](#).

### *Other food available at school*

- The foods and beverages sold outside of the school meal programs (i.e., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum.
- All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards. Exemptions may be allowed at the discretion of the school principal, but shall not exceed more than one exemption per class.
  - The District will provide a list of healthy party ideas and snacks to parents and teachers, including non-food celebration ideas ([Healthy Party Ideas](#));
  - The District will provide to parents a [list of foods and beverages that meet Smart Snacks](#) nutrition standards; and
  - The District will provide teachers and other relevant school staff a [list of alternative ways to reward children](#). Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.
- Only foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day.

*\*Language modified from Alliance for a Healthier Generation's model policy*

### ***Nutrition Promotion***

Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs.

- Promote healthy food and beverage choices using at least ten [Smarter Lunchroom techniques](#).
- Each school will implement at least one of the following four Farm to School activities:
  - Local and/or regional products are incorporated into the school meal program;
  - School hosts a school garden;
  - School hosts field trips to local farms; and
  - School utilizes promotions or special events, such as tastings, that highlight the local/regional products.
- Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards. Food advertising and marketing includes, but is not limited to the following:
  - Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
  - Displays, such as on vending machine exteriors.
  - Corporate brand, logo, name, or trademark on school equipment, such as marquees, message boards, scoreboards, or backboards.
  - Corporate brand, logo, name, or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans, and other food service equipment.

### ***Nutrition Education***

The District aims to teach, model, encourage, and support healthy eating by students. Nutrition education is designed to provide students with the knowledge and skills necessary to promote and protect their health.

- Nutrition education will include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens.
- Nutrition education will be included in the Health curriculum so that instruction is sequential and follows the Wisconsin Model Academic Standards for Nutrition. Nutrition education will also be integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects.
- The District teaches students nutrition education using scientifically-based, up-to-date nutrition information consistent with the Dietary Guidelines for Americans. The District will include in the health education curriculum the following essential topics on healthy eating:
  - Food guidance from [MyPlate](#)
  - Reading and using USDA's food labels
  - Balancing food intake and physical activity
  - Food safety
  - Social influences on healthy eating, including media, family, peers, and culture
  - How to find valid information or services related to nutrition and dietary behavior
  - Resisting peer pressure related to unhealthy dietary behavior
  - Influencing, supporting, or advocating for others' healthy dietary behavior

### ***Physical Education***

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts. All students will be provided equal opportunity to participate in physical education classes.

- All district students will participate in physical education that meets or exceeds state standards.
  - All District **elementary students** in each grade will receive physical education for at least 60 minutes per week throughout the school year.
  - All District **middle school students** are required to take physical education in one grade level.
  - All District **high school students** are required to take the equivalent of one academic year of physical education.
- Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.
- All physical education classes in District are taught by licensed teachers who are certified or endorsed to teach physical education.
- Waivers, exemptions, or substitutions for physical education classes are not granted.

### ***Physical Activity***

Children and adolescents should participate in 60 minutes of physical activity every day. Schools will offer students a variety of physical activity opportunities that are in addition to, and not as a substitute for, physical education.

- Physical activity during the school day (including but not limited to recess, physical activity breaks, or physical education) **will not be required or withheld** as punishment for any reason.
- All elementary schools will offer at least 20 minutes of recess on all or most days during the year.
  - Outdoor recess will be offered when weather is feasible for outdoor play.
  - Active recess programming will be utilized to create universal participation by offering multiple activities at recess; designate different areas of play throughout the playground; provide equipment to decrease congestion on play structures; and provide group games, led by staff.
  - In the event that the school or district must conduct indoor recess, teachers and staff promote physical activity for students, to the extent practicable.
- The District recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classroom time. Activity break ideas are available through [Active Schools WI](#).
- The District offers opportunities (e.g., including activity clubs, open gym, intramurals and varsity sports) for students to participate in physical activity before and/or after the school day.
- The District will support active transport to and from school, such as walking or biking.

### ***Other Activities that Promote Student Wellness***

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues, and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition, and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development, and strong educational outcomes.

- The District will continue relationships with its community partners, including UW-Extension and our local hospital, in support of this wellness policy's implementation.

- The District will promote to parents/caregivers, families, and the community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be invited to participate in school-sponsored events and will receive information about health promotion.
- The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management.
- When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school.

***Policy Monitoring/Implementation***

- The District will convene a district wellness committee that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of wellness
- The wellness committee membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (e.g., school nutrition director); physical education teachers; health education teachers; school health professionals (e.g., health education teachers, school health services staff, and mental health and social services staff); school administrators (e.g., superintendent, principal, vice principal), school board members; health professionals (e.g., dietitians, doctors, nurses, dentists); and the general public. The District will compile and publish an annual report to share basic information about the wellness policy and report on the progress of the schools within the district in meeting wellness goals.
- The District will actively notify households/families of the availability of the annual report through the District newsletter and website.
- The wellness committee will update or modify the wellness policy based on the results of the annual progress reports, and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. **The wellness policy will be assessed and updated as indicated at least every three years.**

## Appendix 2: Completed *Nutrition Standards for All Foods* section of the Online Tool

<p><b>Objective/Statement 1</b></p> <p>All school meals are accessible to all students.</p>	<p><b>Objective/Statement 6</b></p> <p>All school nutrition program staff will meet or exceed hiring and annual continuing education requirements in the USDA professional standards for child nutrition professionals</p>
<p><b>Objective/Statement 1 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input type="radio"/> <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> Excellent</p>	<p><b>Objective/Statement 6 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> Excellent</p>
<p><b>Objective/Statement 2</b></p> <p>The District offers reimbursable school meals that meet USDA nutrition standards.</p>	<p><b>Objective/Statement 7</b></p> <p>The foods and beverages sold outside of the school meal programs (i.e., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum.</p>
<p><b>Objective/Statement 2 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input type="radio"/> <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> Excellent</p>	<p><b>Objective/Statement 7 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input type="radio"/> <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> Excellent</p>
<p><b>Objective/Statement 3</b></p> <p>Drinking water will be available to all students throughout the school day and throughout every school campus, including during mealtimes.</p>	<p><b>Objective/Statement 8</b></p> <p>All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards. Exemptions may be allowed at the discretion of the school principal, but shall not exceed more than one exemption per class.</p>
<p><b>Objective/Statement 3 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input type="radio"/> <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> Excellent</p>	<p><b>Objective/Statement 8 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> Excellent</p>
<p><b>Objective/Statement 4</b></p> <p>Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated.</p>	<p><b>Objective/Statement 9</b></p> <p>Only foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day.</p>
<p><b>Objective/Statement 4 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> Excellent</p>	<p><b>Objective/Statement 9 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> Excellent</p>
<p><b>Objective/Statement 5</b></p> <p>Lunch will follow the recess period to better support learning and healthy eating.</p>	<p><b>Additional Comments on Nutrition Standards for All Food in School</b></p>
<p><b>Objective/Statement 5 Score</b></p> <p>0 1 2 3</p> <p>Not At all <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> Excellent</p>	<p>Food-based fundraisers continue to be a problem. The WI DPI fundraising policy allows each student organization to participate in two exempt food fundraisers per year. This policy will be reviewed and for possible revision or better enforcement.</p>



### Appendix 3: Sample Generated Report Card

<b>Sample School District</b> Local Wellness Policy Report Card   2014-2015	
<b>Overall Rating</b>  <span style="font-size: 2em;">2.1</span>	In 2010, the Healthy, Hunger Free Kids Act was passed, which expanded upon previous requirements and included new provisions that place a greater emphasis on the implementation, evaluation, and transparency of local wellness policies. A copy of the Sample School District wellness policy is available at <a href="http://fns.dpi.wi.gov/">http://fns.dpi.wi.gov/</a> . Below you will find a summary of the policy objectives and the results of the most recent evaluation (5/12/2015). The school wellness committee completed the evaluation by scoring the adherence to policy objectives on a four-point scale. For questions regarding the results or for information on joining the wellness committee, contact Jane Doe at <a href="mailto:DPIFNSTeamNutrition@dpi.wi.gov">DPIFNSTeamNutrition@dpi.wi.gov</a> .
Ratings are based on a four-point scale to measure success in meeting/ complying with each 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	
<b>Nutrition Standards for All Foods in School</b>	
<b>Rating</b>	
All school meals are accessible to all students.	3
The District offers reimbursable school meals that meet USDA nutrition standards.	3
Drinking water will be available to all students throughout the school day and throughout every school campus, including during mealtimes.	3
Students will be allowed at least 10 minutes to eat breakfast and at least 20 minutes to eat lunch, counting from the time they have received their meal and are seated.	1
Lunch will follow the recess period to better support learning and healthy eating.	0
All school nutrition program staff will meet or exceed hiring and annual continuing education requirements in the USDA professional standards for child nutrition professionals.	2
The foods and beverages sold outside of the school meal programs (i.e., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum.	3
All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards. Exemptions may be allowed at the discretion of the school principal, but shall not exceed more than one exemption per class.	1
Only foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day.	1
<i>Comments:</i> Food-based fundraisers continue to be a problem. The WI DPI fundraising policy allows each student organization to participate in two exempt food fundraisers per year. This policy will be reviewed and for possible revision or better enforcement.	
<b>Nutrition Promotion</b>	
Promote healthy food and beverage choices using at least ten Smarter Lunchroom techniques.	3
Each school will implement at least one of the following four Farm to School activities: -Local and/or regional products are incorporated into the school meal program; -School hosts a school garden; -School hosts field trips to local farms; and -School utilizes promotions or special events, such as tastings, that highlight the local/ regional products.	3
Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards.	2
<b>Nutrition Education</b>	
Nutrition education will include enjoyable, developmentally-appropriate, culturally-relevant, and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens.	2
Nutrition education will be included in the Health curriculum so that instruction is sequential and follows	3

the Wisconsin Model Academic Standards for Nutrition. Nutrition education will also be integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects.	
The District teaches students nutrition education using scientifically-based, up-to-date nutrition information consistent with the Dietary Guidelines for Americans.	2
<b>Physical Education/Activity</b>	
All district students will participate in physical education that meets or exceeds state standards. -All District elementary students in each grade will receive physical education for at least 60 minutes per week throughout the school year. -All District middle school students are required to take physical education in one grade level. -All District high school students are required to take the equivalent of one academic year of physical education.	3
Students will be moderately to vigorously active for at least 50% of class time during most or all physical education class sessions.	3
All physical education classes in District are taught by licensed teachers who are certified or endorsed to teach physical education.	3
Waivers, exemptions, or substitutions for physical education classes are not granted.	3
<b>Other School Based Wellness Activities</b>	
The District will continue relationships with its community partners, including UW-Extension and our local hospital, in support of this wellness policy's implementation.	2
The District will promote to parents/caregivers, families, and the community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be invited to participate in school-sponsored events and will receive information about health promotion.	1
The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management.	2
When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school.	1
<b>Policy Monitoring and Implementation</b>	
The District will convene a district wellness committee that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation, and periodic review and update of wellness.	3
The wellness committee membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (ex., school nutrition director); physical education teachers; health education teachers; school health professionals (ex., health education teachers, school health services staff, and mental health and social services staff); school administrators (ex., superintendent, principal, vice principal), school board members; health professionals (ex., dietitians, doctors, nurses, dentists); and the general public.	3
The District will compile and publish an annual report to share basic information about the wellness policy and report on the progress of the schools within the district in meeting wellness goals.	1
The District will actively notify households/families of the availability of the annual report through the District newsletter and website.	1
The wellness committee will update or modify the wellness policy based on the results of the annual progress reports, and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years.	1

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