

Humboldt County Office of Education

Triennial Assessment

Completed May 2024

In accordance with the [2016 Final Rule](#), schools must complete an assessment of their district wellness policy every three years, at minimum. The assessment must include several components:

1. Comparison of the district's School Wellness Policy to a model policy;
2. Measurement of the extent to which the district is in compliance with the policy;
3. Description of the district's progress toward achieving the goals described in the policy.

Humboldt County Office of Education used the WellSAT 3.0 Triennial Assessment tools and worksheets to fulfill the requirements of the Triennial Assessment. Results are detailed below.

PART 1: Comparison to a model School Wellness Policy

- See completed WellSAT 3.0 Scorecard (attached).

PART 2: Local measurement of compliance with School Wellness Policy

- The district performed interviews with district- and school-level personnel, using the WellSAT-I tool. Scores were recorded using the WellSAT-I Scorecard and analyzed using the WellSAT Worksheet 3 (attached).

PART 3: Description of the district's progress toward achieving goals described in the policy

- See completed WellSAT Worksheet 4 (attached).

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online

at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf> (PDF), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. fax:
833-256-1665 or 202-690-7442; or
3. email:
Program.Intake@usda.gov

This institution is an equal opportunity provider.

WellSAT: 3.0

Wellness School Assessment Tool

DISTRICT SCORECARD





Federal Requirement








Farm to School



CSPAP

Section 1: Nutrition Education		
		Rating
 NE1	Includes goals for nutrition education that are designed to promote student wellness.	2
NE2	Nutrition education teaches skills that are behavior focused, interactive, and/or participatory.	2
NE3	All elementary school students receive sequential and comprehensive nutrition education. Use N/A if no elementary schools in district.	N/A
NE4	All middle school students receive sequential and comprehensive nutrition education. Use N/A if no middle schools in district.	N/A
NE5	All high school students receive sequential and comprehensive nutrition education. Use N/A if no high schools in district.	N/A
NE6	Nutrition education is integrated into other subjects beyond health education	2
NE7	Links nutrition education with the school food environment.	1
 NE8	Nutrition education addresses agriculture and the food system.	0
<i>Subtotal for Section 1</i>	Comprehensiveness Score: Count the number of items rated as "1" or "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	140
	Strength Score: Count the number of items rated as "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	60



Section 2: Standards for USDA Child Nutrition Programs and School Meals		
		Rating
 SM1	Assures compliance with USDA nutrition standards for reimbursable school meals.	1
SM2	Addresses access to the USDA School Breakfast Program.	1
 SM3	District takes steps to protect the privacy of students who qualify for free or reduced priced meals.	N/A
SM4	Addresses how to handle feeding children with unpaid meal balances without stigmatizing them.	N/A
SM5	Specifies how families are provided information about determining eligibility for free/reduced priced meals	0
SM6	Specifies strategies to increase participation in school meal programs.	1
SM7	Addresses the amount of "seat time" students have to eat school meals.	0
 SM8	Free drinking water is available during meals.	2
 SM9	Ensures annual training for food and nutrition services staff in accordance with USDA Professional Standards.	0
 SM10	Addresses purchasing local foods for the school meals program.	0
<i>Subtotal for Section 2</i>	Comprehensiveness Score: Count the number of items rated as "1" or "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	50
	Strength Score: Count the number of items rated as "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	25



**Section 3: Nutrition Standards for Competitive and Other Foods and Beverages**

		Rating
NS1	Addresses compliance with USDA nutrition standards (commonly referred to as Smart Snacks) for all food and beverages sold to students during the school day.	2
NS2	USDA Smart Snack standards are easily accessed in the policy.	0
NS3	Regulates food and beverages sold in a la carte.	2
NS4	Regulates food and beverages sold in vending machines.	2
NS5	Regulates food and beverages sold in school stores.	2
NS6	Addresses fundraising with food to be consumed during the school day.	2
NS7	Exemptions for infrequent school-sponsored fundraisers.	2
NS8	Addresses foods and beverages containing caffeine at the high school level. Use N/A if no high schools in district.	N/A
NS9	Regulates food and beverages served at class parties and other school celebrations in elementary schools. Use N/A if no elementary schools in district.	1
NS10	Addresses nutrition standards for all foods and beverages served to students after the school day, including, before/after care on school grounds, clubs, and after school programming.	N/A
NS11	Addresses nutrition standards for all foods and beverages sold to students after the school day, including before/after care on school grounds, clubs, and after school programming.	N/A
NS12	Addresses food not being used as a reward.	2
NS13	Addresses availability of free drinking water throughout the school day.	0
<i>Subtotal for Section 3</i>	Comprehensiveness Score: Count the number of items rated as "1" or "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	80
	Strength Score: Count the number of items rated as "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	70







Section 4: Physical Education Physical Activity

		Rating
PEPA1	There is a written physical education curriculum for grades K-12.	1
PEPA2	The written physical education curriculum for each grade is aligned with national and/or state physical education standards.	2
PEPA3	Physical education promotes a physically active lifestyle.	1
PEPA4	Addresses time per week of physical education instruction for all elementary school students. Use N/A if no elementary school in district.	N/A
PEPA5	Addresses time per week of physical education instruction for all middle school students. Use N/A if no middle school in district.	N/A
PEPA6	Addresses time per week of physical education instruction for all high school students. Use N/A if no high school in district.	N/A
PEPA7	Addresses qualifications for physical education teachers for grades K-12.	N/A
PEPA8	Addresses providing physical education training for physical education teachers.	N/A
PEPA9	Addresses physical education exemption requirements for all students.	N/A
PEPA10	Addresses physical education substitution for all students.	N/A
PEPA11	Addresses family and community engagement in physical activity opportunities at all schools.	N/A

 PEPA12	Addresses before and after school physical activity for all students including clubs, intramural, interscholastic opportunities.	N/A
PEPA13	Addresses recess for all elementary school students. Use N/A if no elementary schools in district.	N/A
 PEPA14	Addresses physical activity breaks during school.	N/A
PEPA15	Joint or shared-use agreements for physical activity participation at all schools.	N/A
PEPA16	District addresses active transport (Safe Routes to School) for all K-12 students who live within walkable/bikeable distance.	N/A
<i>Subtotal for Section 4</i>	Comprehensiveness Score: Count the number of items rated as "1" or "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	100
	Strength Score: Count the number of items rated as "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	33.33

Section 5: Wellness Promotion and Marketing		
		Rating
WPM1	Encourages staff to model healthy eating and physical activity behaviors.	0
 WPM2	Addresses strategies to support employee wellness.	0
WPM3	Addresses using physical activity as a reward.	0
WPM4	Addresses physical activity not being used as a punishment.	0
WPM5	Addresses physical activity not being withheld as a punishment.	0
WPM6	Specifies marketing to promote healthy food and beverage choices.	1
 WPM7	Restricts marketing on the school campus during the school day to only those foods and beverages that meet Smart Snacks standards.	2
WPM8	Specifically addresses marketing on school property and equipment (e.g., signs, scoreboards, sports equipment).	2
WPM9	Specifically addresses marketing on educational materials (e.g., curricula, textbooks, or other printed or electronic educational materials).	0
WPM10	Specifically addresses marketing where food is purchased (e.g., exteriors of vending machines, food and beverage cups and containers, food display racks, coolers, trash and recycling containers, etc.).	1
WPM11	Specifically addresses marketing in school publications and media (e.g., advertisements in school publications, on school radio stations, in-school television, computer screen savers, school-sponsored Internet sites, or announcements on the public announcement (PA) system).	0
WPM12	Specifically addresses marketing through fundraisers and corporate-incentive programs (e.g., fundraising programs that encourage students and their families to sell, purchase, or consume products and corporate incentive programs that provide funds to schools in exchange for proof of purchases of company products).	0
<i>Subtotal for Section 5</i>	Comprehensiveness Score: Count the number of items rated as "1" or "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	33
	Strength Score: Count the number of items rated as "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	17

Section 6: Implementation, Evaluation, and Communication

		Rating
IEC1	Addresses the establishment of an ongoing district wellness committee.	1
 IEC2	Addresses how all relevant stakeholders (parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrator, and the general public) will participate in the development, implementation, and periodic review and update of the local wellness policy.	1
 IEC3	Identifies the officials responsible for the implementation and compliance of the local wellness policy.	2
 IEC4	Addresses making the wellness policy available to the public.	2
 IEC5	Addresses the assessment of district implementation of the local wellness policy at least once every three years.	2
 IEC6	Triennial assessment results will be made available to the public and will include: <ol style="list-style-type: none"> 1. The extent to which schools under the jurisdiction of the LEA are in compliance with the local school wellness policy; 2. The extent to which the LEA's local school wellness policy compares to model local school wellness policies; 3. A description of the progress made in attaining the goals of the local school wellness policy. 	2
 IEC7	Addresses a plan for updating policy based on results of the triennial assessment.	2
IEC8	Addresses the establishment of an ongoing school building level wellness committee.	0
<i>Subtotal for Section 6</i>	Comprehensiveness Score: Count the number of items rated as "1" or "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	88
	Strength Score: Count the number of items rated as "2." Divide this number by the total number of items, excluding those that are not applicable (N/A). Multiply by 100.	71

Overall District Policy Score

		Score
	Comprehensiveness Score: Add the comprehensiveness scores for each of the six sections above and divide this number by 6.	82
	Strength Score: Add the strength scores for each of the six sections above and divide this number by 6.	46



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WORKSHEET 3: IDENTIFY CONNECTIONS BETWEEN POLICY AND PRACTICE

This worksheet includes four sections that assess the connections between the written wellness policy and the district and school practices.

Instructions: Print out the WellSAT 3.0 Scorecard and Scorecard for the WellSAT-I. With the two scorecards side by side, go through each section and identify the following using Worksheet 3:



All items that received a written policy score of 2 and an interview practice score of 2. These are your district's Strong Policies and Aligned Practices. List items in this section on Worksheet 2, starting with those that are federally required.



All items that received a written policy score of 1 or 2 and an interview practice score of 0 or 1. These are items where you need to Create Practice Implementation Plans. List items in this section on Worksheet 2, starting with those that are federally required.



All items that received a written policy score of 0 or 1 and an interview practice score of 2. These items are where your district should Update Policies. List items in this section on Worksheet 2, starting with those that are federally required.



All items that received a written policy score of 0 or 1 and an interview practice score of 0 or 1. These items represent Opportunities for Growth. List items in this section on Worksheet 2, starting with those that are federally required.

SECTION 1: STRONG POLICIES AND ALIGNED PRACTICES



This document identifies where the district has a strong policy and is fully implementing practices that align with the policy.

- ▶ Describe the items that received a written policy score of 2 and an interview practice score of 2. **Start with the Federal Requirements for each section.**

Item number	Item description
	Section 1. Nutrition Education
NE1	Nutrition education is designed to promote student wellness and includes a standards-based education curriculum.
NE2	Nutrition goals are behavior focused.
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
SM8	Free drinking water is available.
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS1	USDA smart snacks standards are met.
NS3	If foods are sold they meet smart snack requirements.
NS4	Vending machines meet smart snacks standards if there are any.
NS5	No Food stores available.
NS6	Addresses fundraising with healthy foods.
	Section 4: Physical Education and Physical Activity
PEPA2	The physical education curriculum for each grade is aligned national & state standards.
	Section 5: Wellness Promotion and Marketing
WPM7	All foods promoted meet smart snacks standards.
WPM8	No marketing on school property.
	Section 6: Implementation, Evaluation & Communication
IEC3	Identifies who is responsible for implementation and compliance.
IEC4	Wellness Policy is posted on website.
IEC5	LSWP is assessed every 3 years.
IEC6	LSWP triennial assessment is posted on our website.
IEC7	LSWP is revised based upon triennial assessment.

SECTION 2: CREATE PRACTICE IMPLEMENTATION PLAN



This document identifies areas where there is a strong or weak policy, but practice implementation is either absent or limited. The Connecticut State Department of Education (CSDE) recommends working with key stakeholders and developing a plan to fully implement the policy as written.

- ▶ Enter the items that received a written policy score of 1 or 2 **and** an interview practice score of 0 or 1. **Start with the Federal Requirements for each section.**

Item number	Item description
	Section 1: Nutrition Education
NE6	Nutrition education is integrated into other subjects.
NE7	Links nutrition education with the school environment.
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
SM6	Specifies strategies to increase participation of school meals.
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS9	Foods and beverages served in classrooms.
NS12	Food not used as a reward.
	Section 4: Physical Education and Physical Activity
	Section 5: Wellness Promotion and Marketing
	Section 6: Implementation, Evaluation & Communication
IEC1	Addresses the establishment of ongoing wellness committee.
IEC2	Addresses how stakeholders will participate in LSWP.

SECTION 3: UPDATE POLICIES

This document identifies areas where the LEA is (a) fully implementing practices but there is no or only weak language in the written policy, or (b) partially implementing practices with no policy language. Best practice is to update the policy to match the implementation level.



- ▶ Enter the items that received a written policy score of 0 or 1 **and** an interview practice score of 2. **Start with the Federal Requirements for each section.**

Item number	Item description
	Section 1. Nutrition Education
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
SM1	Assures compliance with USDA school meals.
SM2	USDA School Breakfast Program.
SM5	Specifies how families are provided info about F/R meal applications.
SM7	Addresses the amount of “seat time” students have to eat meals.
SM9	Addresses purchasing local food for school meal programs.
SM10	Addresses purchasing local foods for school meal programs.
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS2	USDA smart snacks are easily accessed in policy.
NS13	Free drinking water during the school day
	Section 4: Physical Education and Physical Activity
PEPA1	Written PE curriculum for grades K-12.
PEPA3	Physical education promotes a healthy lifestyle.
	Section 5: Wellness Promotion and Marketing
WPM1	Encourages Staff to model healthy behaviors.
WPM2	Addresses strategies to support employee wellness.
WPM3	Addresses using physical activity as a reward.
WPM4	Physical activity not used as punishment.
WPM5	Addresses physical activity not being withheld as punishment.
WPM9, 11-12	Marketing on school property.
	Section 6: Implementation, Evaluation & Communication
IEC1	Addresses an ongoing district wellness committee.
IEC2	Addresses how stakeholders.

SECTION 4: OPPORTUNITIES FOR GROWTH

This identifies areas where the district has either not addressed the topic in policy or practice; or has only addressed the topic in a very limited way.



- ▶ Enter the items that received a written policy score of 0 or 1 **and** an interview practice score of 0 or 1. **Start with the Federal Requirements for each section.**

Item number	Item description
	Section 1. Nutrition Education
NE7	LSWP links nutrition education with the school food environment
NE8	NE addresses agriculture and the food system
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS9	Foods and beverages served in elementary classrooms
	Section 4: Physical Education and Physical Activity
	Section 5: Wellness Promotion and Marketing
	Section 6: Implementation, Evaluation & Communication
IEC8	Active school-level wellness committee

WORKSHEET 4: SUMMARY OF FINDINGS

This worksheet can be used to create narrative descriptions to post alongside sections from **Worksheet 3: Identifying Connections between Policy and Practice**. The purpose of these narratives is to describe the district's progress toward meeting their wellness goals. Not all districts will have information to share in all four sections.



SECTION 1: STRONG POLICIES AND ALIGNED PRACTICES

If applicable, write a narrative below to describe your district's areas of success in meeting its wellness goals.

Humboldt County Office of Education has successfully detailed and implemented wellness practices related to nutrition education, school meals, standards for competitive foods and beverages, and staff wellness, in accordance with USDA and CDE regulations.



SECTION 2: CREATE PRACTICE IMPLEMENTATION PLAN

If applicable, write a narrative below to describe how your district will create practice implementation plans to ensure full compliance with all elements of the LSWP.

Humboldt County Office of Education is in compliance with all elements of the LSWP.



SECTION 3: UPDATE POLICIES

If applicable, write a narrative below to describe how the district will update its policy to include all federally required items. You may also add plans for additional policy updates if desired.

The Humboldt County office of Education Wellness Committee will review all federally required policy updates and provide edits to be reviewed by the School Board during SY 23-24.



SECTION 4: OPPORTUNITIES FOR GROWTH

If applicable, write a narrative below to describe how your district will update its policy and practices to include all federally required items. You may also add plans for additional wellness goals if desired.

The Humboldt County Office of Education Wellness Committee has reviewed the Opportunities for Growth and will prioritize updating all federally required elements of the Local School Wellness Policy in the immediate future. Based on the results of this Triennial Assessment, the Wellness Committee will develop an action plan for the next 3 years