

# Local Wellness Policy: Triennial Assessment

## Background

A local school wellness policy is a written document that guides a local education agency's (LEA) or school district's efforts to establish a school environment that promotes students' health, well-being and ability to learn. The wellness policy requirement was strengthened by the Healthy, Hunger-Free Kids (HHKA) Act of 2010. An assessment of the school wellness policy must be conducted a minimum of once every three years; however, LEAs may assess the policy more frequently.

## Triennial Recordkeeping

This assessment resource is offered as a way to summarize the information gathered during the assessment. It contains the three required components:

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

LEAs can document the assessment in other formats as long as the three required components are included. Keep a copy of the most recent triennial assessment, school building progress reports and additional supporting documentation on file. These will be needed during a School Nutrition Program administrative review.

## Public Updates

HHKA requires that LEAs make the following available to the public on an annual basis:

- The wellness policy, including any updates
- Position title of the designated school official(s) who lead the local wellness committee
- Information on how the public can get involved with the local wellness committee
- The Triennial assessment also needs to be made available to the public every 3 years

## Resources

- Sample Wellness Policy and Regulation: Developed by Iowa Association of School Boards and Iowa Department of Education, can be utilized as a guide when updating policies.
- Healthy Choices Count 5-2-1-0 Registered Sites: Iowa Healthiest State Initiative has a registration process for schools that includes a questionnaire of current policies and practices. The questionnaire can be used as a tool to review and update the policy.

# Local Wellness Policy: Triennial Assessment

## Section 1: General Information and Wellness Committee

Information Requested	Complete the requested information in the sections below.
LEA (Local Education Agency) name:	West Bend-Mallard CSD
Date Triennial Assessment was completed:	February 2 <sup>nd</sup> , 2026
Date of last wellness policy review:	September 2025
How often does the school wellness committee meet?	We have met two times in 2026 and plan to meet annually from here on out.
How often does the school wellness committee meet? Date of last meeting?	January 14 <sup>th</sup> , 2026
When were the required annual public notifications completed this year?	Yes

### Designated School Wellness Leader

LEAs must designate at least one school official responsible for determining the extent to which each school under their jurisdiction follows the wellness policy.

Name:	Job title:	Email:
Paul Peppmeier	Superintendent	<a href="mailto:ppeppmeier@west-bend.k12.ia.us">ppeppmeier@west-bend.k12.ia.us</a>

### School Wellness Committee Members

Schools must permit involvement from parents, students, school food service, teachers of physical education, school health professionals, school board members, school administrators and general public.

Name:	Job title/volunteer:	Email:
Sherry Schany	Nutrition Director	<a href="mailto:sschany@west-bend.k12.ia.us">sschany@west-bend.k12.ia.us</a>
Ben Hellman	Parent	
Tyson Wirtz	Principal	<a href="mailto:twirtz@west-bend.k12.ia.us">twirtz@west-bend.k12.ia.us</a>
Emma Fehr	Teacher	<a href="mailto:Efehr@west-bend.k12.ia.us">Efehr@west-bend.k12.ia.us</a>
Tiffany Morey	Parent	

## Section 2: Compliance with the Wellness Policy

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

- X Specific goals for nutrition promotion and education
- X Specific goals for physical activity
- X Specific goals for other school-based activities that promote student wellness
- X Standards and nutrition guidelines for all foods and beverages sold to students before, during and 30 minutes after the school day
- X Standards for all foods and beverages provided, but not sold, to students during the school day (classroom parties, classroom snacks brought by parents, incentives, etc.)
- X 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
- X Description of public involvement, public updates, policy leadership, and evaluation plan.

Another form of documentation for Section 2 is the School Wellness Policy Checklist.

## Section 3: Comparison to Model School Wellness Policies

The Alliance for a Healthier Generation Model Policy is to be used as a best practice guide. Compare local wellness policy language with the model policy and identify areas where the language is comparable to the model policy and potential areas that can be strengthened.

**Optional Resource:** WellSAT 3.0, Online quantitative tool that determines where revisions are needed to strengthen the language in school wellness policies and provides sample language.

Areas with similar language:	Potential areas to strengthen language:
Attached WellSAT scorecard- Areas that are rated 2 are our strengths.	Attached WellSAT scorecard- We will work on areas that received a 0 rating first to strengthen language.

## Section 4: Progress Towards Goals

Evaluate your compliance and progress towards each of your goals using a method of your choosing. The Local School Wellness Policy Progress Report is one example that can be used.

### **USDA Nondiscrimination Statement (Revised 2-15-23)**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

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>, 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](mailto:Program.Intake@usda.gov)

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# WellSAT

## Your District's Scorecard

Policy Assessment Name: West Bend  
Mallard (1/2026)

District Name: WEST BEND-MALLARD  
COMM

Congratulations! You have completed the *WellSAT Policy Assessment*. You can see your Policy scores for each item below. Please note if you are missing any of the federal requirements in Section 1. Items with a rating of "0" (item not addressed in the policy) or "1" (weak statement addressing the item) can be improved by referring to the links at [wellsat.org/resources](http://wellsat.org/resources).

**You should update your policy and practices to ensure that you are compliant with federal requirements.**

### Section 1. Federal Requirements

Rating

FR1	Includes goals for nutrition education that are designed to promote student wellness.	1
FR2	Assures compliance with USDA nutrition standards for reimbursable school meals.	2
FR3	District takes steps to protect the privacy of students who qualify for	0

free or reduced priced meals.

<b>FR4</b>	Free drinking water is available during meals.	<b>1</b>
<b>FR5</b>	Ensures annual training for food and nutrition services staff in accordance with USDA Professional Standards.	<b>0</b>
<b>FR6</b>	Addresses compliance with USDA nutrition standards (Smart Snacks) for all food and beverages sold to students during the school day.	<b>2</b>
<b>FR7</b>	Regulates food and beverages sold in a la carte.	<b>2</b>
<b>FR8</b>	Regulates food and beverages sold in vending machines.	<b>0</b>
<b>FR9</b>	Regulates food and beverages sold in school stores.	<b>NA</b>
<b>FR10</b>	Addresses fundraising with food to be consumed during the school day.	<b>0</b>
<b>FR11</b>	Regulates food and beverages served at class parties and other school celebrations in elementary schools. Use N/A if no elementary schools in district.	<b>0</b>
<b>FR12</b>	Restricts marketing on the school campus during the school day to	<b>2</b>

only those foods and beverages that meet Smart Snacks standards.

<b>FR13</b>	Addresses how all relevant groups will participate.	<b>1</b>
<b>FR14</b>	Identifies the officials responsible for compliance with all components of the local wellness policy in each school.	<b>2</b>
<b>FR15</b>	Addresses making the wellness policy available to the public.	<b>2</b>
<b>FR16</b>	Addresses the assessment of district implementation of the local wellness policy at least once every three years.	<b>2</b>
<b>FR17</b>	Addresses making triennial assessment results available to the public and specifies what will be included.	<b>2</b>
<b>FR18</b>	Addresses a plan for updating policy based on results of the triennial assessment.	<b>1</b>

## **Section 2. Nutrition Environment and Services**

### **Rating**

<b>NES1</b>	Addresses access to the USDA School Breakfast Program.	<b>0</b>
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NES2	Addresses how to handle feeding children with unpaid meal balances without stigmatizing them.	0
NES3	Specifies how families are provided information about determining eligibility for free/reduced price meals.	0
NES4	Specifies strategies to increase participation in school meal programs.	2
NES5	Specifies marketing to promote healthy food and beverage choices.	1
NES6	Addresses the amount of "seat time" students have to eat school meals.	0
NES7	Addresses purchasing local foods for the school meals program.	0
NES8	USDA Smart Snack standards are easily accessed in the policy.	1
NES9	Exemptions for infrequent school-sponsored fundraisers.	0
NES10	Addresses foods and beverages containing caffeine at the high school level.	0

NES11	Addresses nutrition standards for all foods and beverages <b>served (not sold)</b> to students after the school day, including before and aftercare on school grounds, clubs, and after school programming.	0
NES12	Addresses nutrition standards for all foods and beverages <b>sold (not served)</b> to students after the school day, including before and aftercare on school grounds, clubs, and after school programming.	1
NES13	Addresses food not being used as a reward.	0
NES14	Addresses availability of free drinking water throughout the school day.	0

### **Section 3. Nutrition Education      Rating**

NE1	Nutrition education teaches skills that are behavior focused, interactive, and/or participatory.	1
NE2	All elementary school students receive sequential and comprehensive nutrition education.	0
NE3	All middle school students receive sequential and comprehensive nutrition education.	0

NE4	All high school students receive sequential and comprehensive nutrition education.	0
NE5	Nutrition education is integrated into other subjects beyond health education.	0
NE6	Links nutrition education with the food environment.	0
NE7	☛ Nutrition education addresses agriculture and the food system.	0

## Section 4. Physical Education and 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.	0

**PEPA5** Addresses time per week of physical education instruction for all middle school students. 0

**PEPA6** Addresses time per week of physical education instruction for all high school students. 0

**PEPA7** Addresses qualifications for physical education teachers for grades K-12. 0

**PEPA8** Addresses providing physical education training for physical education teachers. 0

**PEPA9** Addresses physical education exemption requirements for all students. 0

**PEPA10** Addresses physical education substitution for all students. NA

**PEPA11** ~~≠~~ Addresses family and community engagement in physical activity opportunities at all schools. 1

**PEPA12** ~~≠~~ Addresses before and after school physical activity for all students including clubs, intramural, interscholastic opportunities. 0

PEPA13	Addresses recess for all elementary school students.	2
PEPA14	<del>⇒</del> Addresses physical activity breaks during school.	1
PEPA15	Joint or shared-use agreements for physical activity participation at all schools.	NA
PEPA16	District addresses active transport (Safe Routes to School) for all K-12 students who live within walkable/bikeable distance.	0
PEPA17	<del>⇒</del> Addresses using physical activity as a reward.	0
PEPA18	Addresses physical activity not being used as a punishment.	2
PEPA19	Addresses physical activity not being withheld as a punishment.	2

## Section 5. Employee Wellness Rating

EW1	<del>⇒</del> Addresses strategies to support employee wellness.	0
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EW2	Encourages staff to model healthy eating and physical activity behaviors.	0
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## Section 6. Integration and Coordination Rating

IC1	Addresses the establishment of an ongoing-district wellness committee.	1
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IC2	Addresses the establishment of an ongoing school building-level wellness committee.	1
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## Overall District Policy Score

Total Comprehensiveness	District Score
	44

Total Strength	District Score
	13



