

Palermo Union School District
Triennial Assessment
Completed 6-15-23

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.

Palermo Union School District used the WellSAT 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).

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.	2
NE4	All middle school students receive sequential and comprehensive nutrition education. Use N/A if no middle schools in district.	2
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
Subtotal for Section 1	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.	86
	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

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	N/A
SM6	Specifies strategies to increase participation in school meal programs.	1
SM7	Addresses the amount of "seat time" students have to eat school meals.	1
SM8	Free drinking water is available during meals.	0
SM9	Ensures annual training for food and nutrition services staff in accordance with USDA Professional Standards.	1
SM10	Addresses purchasing local foods for the school meals program.	0
Subtotal for Section 2	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.	71
	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.	0



**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.	0
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.	1
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.	1
NS12	Addresses food not being used as a reward.	0
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.	67
	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.	42

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.	0
PEPA5	Addresses time per week of physical education instruction for all middle school students. Use N/A if no middle school in district.	0
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.	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.	0
PEPA11	Addresses family and community engagement in physical activity opportunities at all schools.	2

 PEPA12	Addresses before and after school physical activity for all students including clubs, intramural, interscholastic opportunities.	1
PEPA13	Addresses recess for all elementary school students. Use N/A if no elementary schools in district.	0
 PEPA14	Addresses physical activity breaks during school.	1
PEPA15	Joint or shared-use agreements for physical activity participation at all schools.	0
PEPA16	District addresses active transport (Safe Routes to School) for all K-12 students who live within walkable/bikeable distance.	0
<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.	40
	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.	13

Section 5: Wellness Promotion and Marketing		Rating
WPM1	Encourages staff to model healthy eating and physical activity behaviors.	1
 WPM2	Addresses strategies to support employee wellness.	1
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.	0
 WPM7	Restricts marketing on the school campus during the school day to only those foods and beverages that meet Smart Snacks standards.	1
WPM8	Specifically addresses marketing on school property and equipment (e.g., signs, scoreboards, sports equipment).	0
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.).	0
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).	2
<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.	8

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.	1
 IEC4	Addresses making the wellness policy available to the public.	0
 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: <ul 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. 	1
 IEC7	Addresses a plan for updating policy based on results of the triennial assessment.	1
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.	75
	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.	13

Overall District Policy Score		
		Score
	Comprehensiveness Score: Add the comprehensiveness scores for each of the six sections above and divide this number by 6.	62
	Strength Score: Add the strength scores for each of the six sections above and divide this number by 6.	25



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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	Goals for nutrition education.
NE2	Nutrition goals are behavior-focused
NE3	All elementary students receive sequential, comprehensive NE
NE6	NE is integrated into subjects outside of health education
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS1	USDA nutrition standards for all competitive foods and beverages sold to students during the school day
NS3	Food and beverages sold a la carte
NS4	Food and beverages sold in vending machines
NS5	Food and beverages sold in school stores
NS6	Addresses fundraising with food during the school day.
	Section 4: Physical Education and Physical Activity
PEPA2	Written PE curriculum
	Section 5: Wellness Promotion and Marketing
WPM12	Marketing through school fundraisers
	Section 6: Implementation, Evaluation & Communication

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
NE4	All MS students receive sequential, comprehensive NE
	Section 2: Standards for USDA Child Nutrition Programs and School Meals
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
	Section 4: Physical Education and Physical Activity
PEPA11	Community engagement in physical activity opportunities
	Section 5: Wellness Promotion and Marketing
	Section 6: Implementation, Evaluation & Communication
IEC5	LSWP is assessed, at minimum, every 3 years
IEC6	Triennial Assessment results will be made available to the public
IEC7	Plan for making updates based on results of Triennial Assessment

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
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
SM1	USDA nutrition standards for reimbursable meals
SM8	Ensures annual training for FNS staff, in accordance with USDA guidelines
SM9	Addresses purchasing local food for school meal programs
SM7	Addresses the amount of “seat time” students have to eat meals
SM2	USDA School Breakfast Program
SM6	Specifies strategies for how to increase student participation
SM10	Farm to school
	Section 3: Nutrition Standards for Competitive and Other Foods and Beverages
NS7	Exceptions for infrequent school-sponsored fundraisers
NS2	USDA Smart Snack guidelines are easily accessible via LSWP
NS10	Nutrition standards for foods and beverages served after the school day
NS11	Nutrition standards for foods and beverages sold after the school day
NS13	Free drinking water during the school day
	Section 4: Physical Education and Physical Activity
PEPA1	Written PE curriculum for grades K-12

- PEPA3** PE promotes a physically active lifestyle
- PEPA5** Time per week of PE (minutes), by grade level
- PEPA7** Qualification for PE Teachers
- PEPA8** Training for PE Teachers
- PEPA9** PE exemption requirements
- PEPA10** PE substitution requirements
- PEPA12** Before and after school activity
- PEPA13** Recess for elementary students
- PEPA14** Physical activity breaks during the day
- PEPA15** Joint or shared-use agreements for physical activity participation

Section 5: Wellness Promotion and Marketing

- WPM7** Restricts marketing of non-nutritious foods and beverages
- WPM2** Strategies to support employee wellness
- WPM3** Physical activity as a reward
- WPM4** Physical activity not used as punishment
- WPM6** Specific marketing to promote healthy food and beverages
- WPM1** Staff are encouraged to model healthy behaviors
- WPM8** Marketing on school property
- WPM9** Marketing on school property
- WPM10** Marketing on school property
- WPM11** Marketing on school property

Section 6: Implementation, Evaluation & Communication

- IEC4** Wellness policy is made available to the public

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
	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
NS12	Food not used as a reward
	Section 4: Physical Education and Physical Activity
PEPA4	Time per week of PE (minutes), by grade level
PEPA16	Safe Routes to School
	Section 5: Wellness Promotion and Marketing
WPM5	Physical activity not being withheld as punishment
	Section 6: Implementation, Evaluation & Communication
IEC2	All stakeholders are invited to attend wellness meetings
IEC3	Officials responsible for implementation/compliance with LSWP
IEC8	Active school-level wellness committee
IEC1	Ongoing district 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

The District has successfully detailed and implemented wellness practices related to nutrition education, school meals, standards for competitive foods and beverages, in accordance with USDA regulations.



SECTION 2: CREATE PRACTICE IMPLEMENTATION PLAN

Some of the practices outlined in the Local School Wellness Policy have not been implemented to the fullest extent. The District Wellness Committee will work on developing a plan to implement and reinstate all federal requirements, including: goals for nutrition education, community engagement in physical activity opportunities, and the implementation, evaluation, and communication of the school wellness policy.



SECTION 3: UPDATE POLICIES

The District Wellness Committee will review all federally required policy updates and provide edits to be reviewed by the School Board during SY23-24.



SECTION 4: OPPORTUNITIES FOR GROWTH

The District Wellness Committee will review 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.

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

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