

The Triennial Assessment is a requirement of the United States Department of Agriculture Child Nutrition Programs that allows districts to conduct an in-house review of their wellness program at least once every three years. However, Arkansas Act 1220 and the *DESE Rules Governing Nutrition, Physical Activity, and BMI* influence the annual and triennial requirements for wellness in the state. **In order for your district's Triennial Assessment to be complete, the district will conduct the following tasks:**

✓ Wellness Committee Checklist Part 1, annually

✓ Wellness Committee Checklist Part 2, at least once every three years

✓ Six required School Health Index (SHI) Modules for each school in the district, annually

✓ BMI Assessments, annually

✓ Goals for nutrition, physical activity and Wellness, annually

✓ Health and Wellness School Improvement Priority Report, annually

✓ Health and Wellness District Improvement Priority Report, annually

✓ Public Notification of Wellness Policy Updates and Triennial Assessment (public meeting with notes, printed copy in the parent center, posted to webpage, etc.), at least once every three years

✓ Maintain documentation at the local level for the next Child Nutrition Administrative Review

STEP 1

Federal Regulation states that the Triennial Assessment must check the district's **compliance** with the Local School Wellness Policy.

Complete **Wellness Committee Checklist Part 1** to assess compliance with each of the state and federal requirements.

STEP 2

Federal Regulation states that the Triennial Assessment must **compare the Local School Wellness Policy to model policies**.

In Arkansas, a model policy includes each of the state and federal requirements outlined in Part 1 of the Wellness Committee Checklist.

To determine if the Local School Wellness Policy includes each required piece of an Arkansas model policy, complete **Part 2 of the Wellness Committee Checklist**.

STEP 3

Federal Regulation states that the Triennial Assessment must **evaluate the progress made in attaining the goals** of the Local School Wellness Policy.

Even though USDA requires the Triennial Assessment only every three years, this portion is completed and reported in Arkansas annually by **October 1** through the School Improvement Reporting Process/Indistar.

Each school year, typically in the spring, wellness committees complete the **6 required modules of the CDC's School Health Index (SHI)** for each school in the district. Schools also complete the annual **BMI assessments**.

Using these two sets of data, schools **develop goals for nutrition, physical activity, and wellness** that are reported in Indistar for each school under the **Health and Wellness School Improvement Priority Report**.

Districts identify Wellness Committee members and Wellness Leadership under the **Health and Wellness District Improvement Priority Report**.

Wellness Committee Requirements Checklist – Implementation and Compliance

Federal requirements are highlighted below; Arkansas rules for nutrition and physical activity are noted by "Ark 0.00."

See Commissioner's Memo *Wellness Policies: Meeting Requirements of the Triennial Assessment* for instructions and guidance.

	Part 1										Part 2
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Included in Policy?
Ark 6.07.1.1 Include in the local Wellness Policy, goals for nutrition education, physical activity, and other school based activities that are designed to promote student wellness in a manner that the LEA determines is appropriate (may have standards in the Wellness Policy and annually updated goals in the ACSIP School Form)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ark 6.07.1.2 Include in the local Wellness Policy, nutrition guidelines selected by the LEA for all foods available (both sold and provided) on each school campus under the LEA during the school day with the objectives of promoting student health and reducing childhood obesity	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ark 6.07.1.3 Include in the local Wellness Policy, guidelines for reimbursable meals, which are no less restrictive than regulations and guidance issued by USDA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ark 6.07.1.4 Include in the local Wellness Policy, a plan for measuring implementation of the local wellness policy, including designation of 1 or more persons within the LEA charged with operational responsibility for ensuring that each school fulfills the district's local wellness policy (ACSIP District Form – chair and co-chair)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
LEA's are required to inform and update the public about the content and implementation of the local wellness policy	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Ark 6.02 The **school nutrition and physical activity advisory committee will help raise awareness of the importance of nutrition and physical activity and assist in the development of local policies that address issues and goals, including, but not limited to the following:



Ark 6.06.9 Review and make written recommendations to the local school board regarding the components to be included in food and beverage vending contracts		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ark 6.06.10 Include as part of the district's annual report to parents and the community the amount of funds received and expenditures made from competitive food and beverage contracts		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Arkansas Required Members:	USDA Required Members:										
School Board	School Board										
Administration	Administration										
Food Service	Food Service										
Teacher Organization	Teachers of Physical Education	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Parents	Parents	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Students	Students	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Professional Groups – Nurses	School Health Professionals	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Community Members	Public	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
List additional policies adopted at the local level and implemented through the Local Wellness Policy:		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

*Arkansas Act 2285 of 2005 "An Act to Provide Statewide Standards for School Lunch Programs; And for Other Purposes"

**Wellness Committee = School Nutrition and Physical Activity Advisory Committee

Please refer to the *Arkansas Department of Education Rules Governing Nutrition and Physical Activity Standards and Body Mass Index for Age Assessment Protocols in Arkansas Public Schools* – October 2020, the USDA Food and Nutrition Service Smart Snack Regulations, and the USDA FNS Local School Wellness Policy Implementation Final Rule.