



#050-21

Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #050-21

DATE: February 26, 2021
TO: Division Superintendents
FROM: James F. Lane, Ed.D., Superintendent of Public Instruction
SUBJECT: **Local School Wellness Policy Toolkit and Resources**

The purpose of this memo is to announce the release of the Wellness Policy Toolkit for the assessment and update of the U. S. Department of Agriculture (USDA) Local School Wellness Policy (Wellness Policy). The Wellness Policy Toolkit includes resources for school administrators to update the Wellness Policy and complete the required triennial assessment.

The toolkit includes the following resources from the Virginia Department of Education, Office of School Nutrition Programs (VDOE-SNP):

- Guidance Document for Updating the Wellness Policy (Attachment A)
- VDOE Local School Wellness Policy Model (Attachment B)
- VDOE Local School Wellness Policy Template (Attachment C)
- Local School Wellness Policy Checklist (Attachment D)

Additional Wellness Policy and triennial assessment resources from the VDOE-SNP include a fundraiser tracking tool, Wellness Policy Checklist, and triennial assessment template. The additional resources are available on the VDOE Training and Resources webpage.

History

The Healthy, Hunger Free Kids Act of 2010 requires each local educational agency (LEA) participating in the National School Lunch Program and/or School Breakfast Program develop a Wellness Policy. The purpose is to prioritize student health in the school environment.

Triennial Assessment

The triennial assessment of the Wellness Policy must occur at least once every three years and results of the assessment used to update the Wellness Policy. The first triennial assessment must be complete by June 30, 2021. The VDOE-SNP recommends using the Wellness School Assessment Tool (WellSAT3.0) Scorecard as part of the triennial assessment to identify policy language strengths and areas for improvement. The WellSAT3.0 scorecard reflects the USDA Wellness Policy standards and the latest research and best practices.

Wellness Policy Toolkit Resources

The VDOE-SNP Wellness Policy Toolkit is a resource for updating the Wellness Policy. The Guidance Document for Updating the Wellness Policy corresponds with sections in the Local School Wellness Policy Model and Local School Wellness Policy Template. Each section within the guidance document denotes either a federal regulation, a Virginia state requirement, or a VDOE-SNP recommendation. Both the Model Policy and Policy Template include all federal and Virginia regulations.

The Model Policy includes additional best practices from national and state standards. It scores 100 for total strength and 100 for total comprehensiveness from the WellSAT3.0 scorecard.

The policy template should be used by the school division to develop a customized and comprehensive policy. It includes the federal and Virginia requirements and three VDOE-SNP best practices: School Health Advisory Board (SHAB), farm to school programs, and alternative breakfast models. The policy template scores 49 for total strength and 56 for total comprehensiveness from the WellSAT3.0 scorecard. The WellSAT3.0 score may increase if additional division-specific language is added.

Utilize the VDOE-SNP Wellness Policy Checklist and the WellSAT3.0 scorecard to ensure compliance, comprehensiveness, and strength of policy language. The school division is responsible for ensuring the Wellness Policy complies with all federal and state regulations.

Public Notification Resources

School divisions are required to notify the public about the content of the Wellness Policy and any updates to the policy. Social media or the division webpage can be used to meet this requirement.

The USDA Wellness Policy Outreach Toolkit contains resources to engage school staff, parents, and students in school wellness using the toolkit's ready-to-go communication tools. Resources from USDA include customizable flyers, presentations, newsletter articles, and social media posts.

For more information

Please direct any questions regarding the Wellness Policy, triennial assessment, or Wellness Policy Toolkit to Laura Burns, VDOE-SNP Wellness Policy Specialist, by email at Laura.Burns@doe.virginia.gov.

JFL/SCC/LB/cc

- A. Attachment: [Guidance Document for Updating the Wellness Policy](#) (DOCX)
- B. Attachment: [Local School Wellness Policy Model](#) (DOCX)
- C. Attachment: [Local School Wellness Policy Template](#) (DOCX)
- D. Attachment: [Local School Wellness Policy Checklist](#) (DOCX)