



# DRAW ACADEMY LOCAL WELLNESS POLICY

## NOVEMBER 2024 REVISION:

On the November 2024 Board meeting, the Board met to approve the revision of the Local Wellness Policy as described below.

## The Local Wellness Policy committee is composed by:

Board Member: Claudia Ruiz

Board Member: Diego Cutrera

Administration: M.F. Soto – Assistant Superintendent

Administration: Patricia Beistegui – Federal Lunch Program Hearing Official

Food Coordinator: Michelle Castillo

Physical Education Teacher: Tony Solis and Rosina de la Fuente

Teacher representative: D. Restrepo, P. Armstrong, and F. Nazerian.

Parent representative: Romina Cutrera

Student representative: Aurelia Chalan, Angel Zapeta, Arianna Sherrod.

## 2024 Documentation and guidance consulted:

The following documents, published by the Department of Agriculture, above and beyond the ones described below from the November 2020 revision, were consulted and are listed below:

- 1- Local Wellness Policy support guidelines.
- 2- Wellness Policy, Policy Development Worksheet.

**NOTE:**

On May 2025, after the publication of the Texas Department of Agriculture - Food and Nutrition Division Section 29, Local Wellness Policy, on February 14, 2025, the committee revised the policy to comply with new requirements, after the published “Clarified information on the General Requirements for a Local Wellness Policy.”

See note at the end of this document for further details.

Revisions are stated below and highlighted with “**NOV-2024**” identifier.

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**NOVEMBER 2020 REVISION:**

On November 2020, the formerly adopted Local Wellness Policy (2015 / 2017) was revised by a committee whose members are listed below and was presented for approval at the November 2020 quarterly regular Board Meeting.

Board Member: Roxana Cuello

Board Member: Diego Cutrera

Administration: Fernando Donatti – CEO/Superintendent

Administration: Patricia Beistegui – Federal Lunch Program Hearing Official

Food Coordinator: Michelle Castillo

Physical Education Teacher: Tony Solis and Rosina de la Fuente

Teacher representative: Diego Restrepo, Sonia Salgado, and Fatemeh Nazerian

Parent representative: Paula Armstrong

Student representative: Valery Espinales, Lucas Garcia

This policy is designed with the participation of all school stakeholders.

**2020 Documentation and guidance consulted:**

The revision utilized the following documentation as guidance to design the changes:

- 1- Texas Department of Agriculture, Local Wellness Policy Checklist
- 2- Summary of final rule under Healthy, Hunger-Free Kids Act of 2010
- 3- Breakfast, Lunch, and Snacks menus for school years 2018-2019 and 2019-2020
- 4- DRAW Academy Physical Education program activities.
- 5- Extra curricular activities
- 6- Fitness Gram data for school years 2018-2019 and 2019-2020
- 7- Health Curriculum

Based on the documentation revised and the input from all members this document updates the formerly adopted DRAW Academy Local Wellness Policy including responsible parties for each activity.

The school principal conducts the meetings and report to Mr. Fernando Donatti, CEO/Superintendent.

The CEO/Superintendent also participates in the some of the committee discussions, mainly those involving funding, calendar issues and general use of resources, and the final presentation for approval to the Board at large.

**Responsible Party: Patricia Beistegui**  
**CEO/SUPERINTENDENT**

## **WELLNESS POLICY INITIATIVES**

## **1- Breakfast, Lunch, and Snacks menus improvement**

Back on 2015-2016 upon revising the menus it was decided to request Draw's provider to exclude certain items for the school years starting on that same year menus.

Conversely some items, as polled with the students, were required to be added or to be included more frequently to the menus on the frequency described:

These changes, while complying with TDA required components, also received specific input from the students regarding their favorite foods. The changes were implemented and draw great support from the students.

This committee has decided to implement a new survey among the students to collect more information about their preferences during the 2021-2022 school year.

**\*New survey performed at the beginning of 2023-24 school year- NOV 2024**

The menu will follow USDA guidelines regarding components, approved recipes, and the approved portions as mandated.

**\*Commodities must be incorporated in the production of food and records- AUG 2024**

**Responsible Party: Michelle Castillo and Yesenia Rivas**  
**Program Coordinator and NSLP cashier**

## **2- DRAW Academy Physical Education program activities.**

The school has formal education and physical activities for grades first to eighth as an ancillary class.

The lower elementary grades, Prekindergarten and Kindergarten physical activities are a component of the regular classroom teacher's responsibilities as a mandatory minimum of half-hour recess time in the afternoon.

This activity provides an opportunity for physical activity for the younger students; even though do not follow any formal format, as they are simply free play.

**\*National Library of Medicine: Based on: Effects of an Unstructured Free Play and Mindfulness Intervention on Wellbeing in Kindergarten Students - <https://pmc.ncbi.nlm.nih.gov/articles/PMC7432887/> - AUG 2024**

**\*American Academics of Pediatrics: The Importance of Play in Promoting Healthy Child Development and Maintaining Strong Parent-Child Bonds - <https://pmc.ncbi.nlm.nih.gov/articles/PMC7432887/> NOV 2024**

This will help instill in the students the need and desire to practice sports and to embrace some sort and long-life practice of physical activity.

On Fridays, third to eighth graders can participate on a school sponsored Running Team as explained below, for approximately 75 minutes.

This policy complies with the minimum required time of 150 minutes of Physical Education for the lower elementary students, remarking that first to third graders receive 225 minutes, which is above the mandatory requirement.

Conversely, while the policy is required to provide a minimum Physical Education time for middle school students of 225 weekly minutes, the school offers not only the required 225 minutes during the regular school day, plus 75 extra minutes to those students, third to eighth graders who participate in the Friday's Running Team.

**Responsible Party: Rosina de la Fuente and Tony Solis**

**EXTRA CURRICULAR OPPORTUNITIES FOR HEALTHY CHOICES**

**3- Extra curricular activity: Running Club:**

For the past fifteen years the school has sponsored a running club, offered to students third to eight grades, which meets every Friday after school for running practice and instruction. The purpose of the club is to promote and instruct long-distance running with the goal of promoting the sport as long-life activity.

The club also sponsors a formal running event, once a month, on a Saturday morning. Among the events the school has always participated on the “Conoco Rodeo Run” and the event for schools prior to the Houston Marathon in January, and other eight opened to the public events during the school year.

The committee has promoted the running club to increment participation, not only from students but also from adults, either parent, teachers, and community members.

Once again, the committee is proposing to increase the number of participants, which at the ends of last school year was around ninety students.

**\*By the 2023-24 school year the Running Team increased the members to over one-hundred participants. Budget lines were reserved to provide students with appropriate running shoes and t-shirts. AUG 2024**

**Responsible Party: Tony Solis**  
**P.E. Teacher**

#### **4- Extra curricular activity: Cooking class.**

Students on Upper Elementary and Middle school grades participate on a cooking class as one of the Ancillary options during the regular school day. The instruction will focus in nutrition and preparation of healthy food.

Food ingredients and recipes follow the school meal nutrition standards consistent with Federal Regulations.

This program is currently a component of the school's curriculum, lesson plans, and recipes that were approved by this committee.

**\*On 2023-24 school year a permanent after-school club was implemented. NOV 2024**  
This update included clubs listed below, created as a permanent component of the program for subsequent years, and directed by DRAW Academy teacher under the supervision of the Assistant Superintendent.

#### **AFTER SCHOOL FREE PROGRAMS/CLUBS.**

Sports.  
Volleyball  
Cheerleading  
Running  
Basketball  
Soccer

ADDED NOV 2024

**Responsible Party: AFTER SCHOOL CLUB**

**Teacher/ Teacher Aide**  
**Assistant Superintendent**

#### **5- Extra curricular activity: H.E.L.P. (Healthy Eating Learning Program)**

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The program developed by teachers as a component of the teacher incentive program consisting on daily activities involving the use of our TV station, DRAW T.V., classes for parents regarding healthy nutrition, related information to be sent home, and daily activities as detailed in separate binder.

The responsible parties provide nutrition tips, recipes, and other opportunities to enhance nutrition at home.

The school never sells beverages or any other food item or has any vending machines installed in campuses.

**Responsible Party: Michelle Castillo and Estela Castro**  
**Program Coordinator and Teacher Aide**

#### **6- Extra curricular activity: Health Fair**

Every year the DRAW Academy hosts a health fair. Doctors, dentists, and a mobile health unit participate helping DRAW to promote healthy habits and free testing for cholesterol and other indicators.

Is event is opened to the public including community members.

Parents have an opportunity to receive free shots, Flu vaccination, test cholesterol, hepatitis, and a general blood test including sugar levels allowing for early diabetes detection.

**Responsible Party: PTO Liaisons Paula Armstrong and Rosario Goto**  
**Classroom Teachers**

#### **7- Extra Curricular Activity: Puberty, growing and healthy choices.**

## **YES (YOUTH EQUIPPED TO SUCCEED)**

Presentation to 5th and 8th graders, separated by gender, on the topics of puberty and healthy choice making. Parents must provide written permission for their child to participate in this presentation.

**Responsible Party: Sonia Salgado - Principal**

### **8- Fitness Gram data for school years up to 2019-2020**

This data has been collected for several school years and shows an improved trend in the general physical fitness of DRAW's student population. The invaluable data is the direct reflection of the effectiveness of our health program. It will be utilized to compare our health and PE program with the average data from many other sources.

This has been delegated to the parties responsible who designed a plan for such comparison.

**\*The Fitness Gram program has become a permanent feature of DRAW's curriculum – AUG 2024**

**Responsible Party: Tony Solis and Rosina de la Fuente**  
**P.E. Teachers**

### **9- PE TEAM PRESENTATION.**

Presentation of topics related to health and personal hygiene provided by DRAW Academy Physical Education department to students in 5<sup>th</sup> to 7<sup>th</sup> grade.

The focus is to demonstrate good hygiene topics such as, the need for a daily shower, appropriate procedure for brushing teeth, general dental hygiene, and others are discussed in detail. Other topics include determination of the differences and advantages of consuming nutritional food and what is considered junk food.

The program started before the pandemic and was suspended until 2022-23 school year.

### **10- Health Curriculum:**

Teacher members of the DRAW Academy faculty yearly revise the Health Curriculum for grades Kinder to Eight. This group includes two members of the Physical Ed. Team.

The curriculum considers many of the activities and data listed above. The plan is presented to the CEO/Superintendent and is further analyzed to improve this policy before the end of the 2019-2020 school year.

\*The Curriculum is revised every school year and new activities are included as needed – AUG

**Responsible Party: Diego Restrepo, Rosina de la Fuente, Tony Solis  
Classroom Teacher and P.E. Teachers**

### **11- Other (Outreaching the community)**

For many years DRAW had the opportunity to offer programs sponsored by University of Houston and University of Texas.

Starting on 2020-2021 school year DRAW offers a program named S.E.M.M., Spanish acronym for “Salud en Mis Manos” (Health in my Hands).

This program instructs women how to early detect breast and/or cervical cancer, not only educating but also supporting the identification of clinics in their communities, with low cost or free, that can perform the necessary preventive tests such as Pap, VPH, Mammograms.

It is an on-going program offered by the University.

**Responsible Party: Sonia Salgado**  
**PRINCIPAL**

\*On the 2021-22 school year, during the pandemic, DRAW offered three different opportunities for COVID 19 vaccinations for both students and adults, in campus. In each session an average of three-hundred-fifty vaccines were administered at no cost. The vaccination promotion and program continue throughout the years and is the intention to make it a permanent program offered by DRAW – NOV 2024

\*Every school year DRAW has offered vaccination opportunity for students to comply with the CDC approved vaccination schedule for youngsters. – NOV 2024

## **12- VACCINES FOR CHILDREN.**

Christus Healthy Living Mobile Clinic provides free vaccination for students without health insurance with parent's permission and/or presence depending on the age level. This opportunity for parents to comply with the suggested vaccination schedule has been offered for many years.

**Responsible Party: Patricia Beistegui**  
**CEO/SUPERINTENDENT**

## **13- SEE TO SUCCEED.**

Established in 2011, the See to Succeed (STS) program is a safety-net vision collaboration of the Houston Health Department (HHD), Houston Health Foundation, area school districts and community partners. STS provides comprehensive eye exams and eye wear, if needed, at no cost to the family. STS improves the academic performance and social well-being of the Houston area's most vulnerable children with a vital tool for lifelong health. Children ages 6 to 18 who have failed school vision screenings but have not been able to access services and are recommended by their school can participate in See to Succeed.

This program provides free eye exams and glasses as needed for students in grades K, 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, and 7<sup>th</sup>. Students who after the examination are prescribed glasses, receive them for free.

**Responsible Party:**  
**Sherry Davis – SPECIAL EDUCATION**  
**Sonia Salgado - PRINCIPAL**

#### **14- HARRIS COUNTY VAPING PRESENTATION.**

Specialized presenters from Harris County instruct students about the reality and risks of vaping. – NOV 2024

**Responsible Party:**  
**Sherry Davis – SPECIAL EDUCATION**  
**Sonia Salgado - PRINCIPAL**

#### **15- OTHER – MENTAL HEALTH INITIATIVES**

##### **a- MENTOR PROGRAM**

Under this initiative, started in 2010, mixed grade level students are assigned in small groups, with a member of the staff who volunteers his/her participation.

By creating these support groups, which are not geared for academic support, the students have the opportunity to enjoy the emotional support of an adult-advocate and a peer-to-peer support system.

The students and their mentor participate in group activities which tend to socialize within each other in a required minimum number of group activities and /or “outings” together.

Adults' participation is voluntarily, but compensated, based on number of students in the group and number of "outings", both indicators with a minimum required.

Every year the program is revised and improved and has dropped very positive results reflected in students' moral, adult-student relationships, and sense of school culture and belonging.

**Responsible Party:**  
**Sherry Davis – SPECIAL EDUCATION**  
**Sonia Salgado - PRINCIPAL**

#### b- TCHAT FOR MENTAL HEALTH

TCHAT, Texas Child Health Access Through Telemedicine, is a program providing free, in-school virtual mental health services for at-risk children and adolescents in Texas, offering assessments, short-term therapy, medication management, and referrals to community services. The program is a partnership between the Texas Child Mental Health Care Consortium (TCMHCC) and health-related institutions of higher education, working with local school districts to provide accessible mental health care to students. Students can access TCHAT by speaking with their school counselor, who will then make a referral to the program.

TCHAT is a state-funded program that provides free, short-term mental health services to students through secure telehealth visits. It's part of the Texas Child Mental Health Care Consortium (TCMHCC) and partners with local universities and medical schools.

#### How It Helps Students & Schools

- Quick Access – Students can be connected to licensed mental health professionals without long waitlists.

- No Cost to Families – Services are free for students and parents.
- School-Based Support – Sessions can happen during the school day via telemedicine.
- Stronger Counseling Network – School counselors gain extra resources and support.
- Next Steps – Families are connected with long-term community providers if additional care is needed.

#### Benefits for Schools

- Supports counselors with timely resources
- Promotes student well-being and academic success
- Reduces barriers like transportation & cost
- Builds stronger school-family-community partnerships

**Responsible Party:**  
**Sherry Davis – SPECIAL EDUCATION**  
**Sonia Salgado - PRINCIPAL**

## 16- PROJECT SMILES – 2<sup>ND</sup> CITY OF HOUSTON

The goals of Project Saving Smiles are to:

- reduce dental cavities
- decrease school absences due to oral health problems

Project Saving Smiles targets second grade students in the Houston area, which have 50% or more students enrolled in the Free and Reduced Lunch Program.

Using an evidence-based dental public health approach, Project Saving Smiles provides dental screenings, dental sealants, fluoride varnish, and oral health education.

Dental sealants are applied to the deep grooves of back teeth to prevent cavities. Sealants, at times, may need to be reapplied to remain protective to the teeth. Fluoride varnish is a protective coating painted over tooth surfaces to help prevent new cavities and to stop early cavities.

Our students benefitted enormously from this program and the information received and practiced will lead them to a better understanding of their dental health.

**Responsible Party:**  
**Sherry Davis – SPECIAL EDUCATION**  
**Sonia Salgado - PRINCIPAL**

**Summary:**

According to the CDC reports, a high percentage of students are equal or above the 95% percentile for body mass index. This is a health risky trend in our youngsters due to two main factors, unhealthy dietary behavior and physical inactivity.

As the report simply states, the solutions are simple:

- a- Better Health Education
- b- More PE and physical activity programs.
- c- Healthier school environments.

This policy was created in order to promote the wellness of all students. It also assures that guidelines for reimbursable meals are not less restrictive than the regulations and guidance of the Child Nutrition Act.

We believe that the implementation of the solution is far more complicated and that schools have the biggest share of responsibility.

We must educate students to embrace healthier choices and to show them the consequences of not doing so, not by intimidation or fear of consequences, but a sound decision based on education.

## **Evaluation Plan**

This plan is revised formally every two to three years, but improvements and new activities can be added if they don't collide, replace, or modify the approved activities.

Responsible parties for each one of the activities report to the CEO/Superintendent.

After revision the policy is updated and re-approved by the Board of Directors on a regular meeting.

## **Prepared and presented by the School Health Committee:**

Board Member: Roxana Cuello

Board Member: Diego Cutrera

Administration: Fernando Donatti – CEO/Superintendent

Administration: Patricia Beistegui – Federal Lunch Program Hearing Official

Food Coordinator: Michelle Castillo

Physical Education Teacher: Tony Solis and Rosina de la Fuente

Teacher representative: Diego Restrepo, Sonia Salgado, and Fatemeh Nazerian

Parent representative: Paula Armstrong

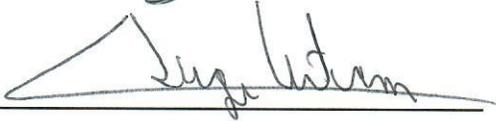
Student representative: Valery Espinales, Lucas Garcia

**BOARD AND LUNCH PROGRAM OFFICERS APPROVAL:**

**Claudia Ruiz, Board, Member.**

  
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**Diego Cutrera, Board Vice-President**

  
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**Patricia Beistegui, CEO/Superintendent**

  
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**Michelle Castillo, Program Coordinator**

  
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# Local Wellness Policy (LWP) Checklist

## Contracting Entity (CE) Information

CE Name: DRAW ACADEMY

CE Identification Number (CE ID): 00506

Schools Operating Under the Local Wellness Policy (LWP): **DRAW ACADEMY**

### I. Structure

*Requirement: The CE must develop a LWP that applies to all NSLP and/or SBP schools. The LWP must be approved by the board of trustees or governing board.*

Check the boxes below to indicate that the CE has met each requirement.

- A. All schools operating NSLP and/or SBP
- B. Approval

If the CE has not implemented a LWP in all schools operating NSLP and/or SBP and does not have board approval for its LWP, explain why in the space below. N/A

### II. Nutrition Education and Promotion

*Requirement: The CE must address nutrition education and promotion in its LWP:*

- Activities that foster student health, wellbeing, and ability to learn
- Nutritional guidelines for all food and beverages available to be sold or given to students on the school campus during the school day

Check each element that is addressed in the CE's local wellness plan.

- A. Activities to promote health, wellbeing, and students' ability to learn
  - A.1 Physical activities
    - For students
    - For staff
    - For parents
    - For community members
  - A.2 School-based activities
    - For students
    - For staff
    - For parents
    - For community members
  - A.3 Community-based activities
    - For students
    - For staff
    - For parents
    - For community members
- B. Nutrition guidelines for all food and beverages available on school campuses during the school day
  - B.1 Sold in schools

- To students (DRAW does not sell food to students)       To adults
- B.2 Given away in schools
- To students       To adults (DRAW does not give away food to adults in school on a daily basis, other than in celebrations, e.g. end of the year, Thanksgiving, training lunch, etc.)
- C. Special Situations: (DRAW promotes healthy habits and guides parents in their decisions when they provide food items for their own children)
- (Including, but not limited to, food or beverages given or provided to a student by an adult acting on behalf of a student's parent or guardian or food or beverages delivered by businesses to students on the school campus)*

*If the CE's LWP does not include nutrition education and promotion and nutrition guidelines in its LWP, provide an explanation for why the CE did not in the space below.*

n/a

### III. Stakeholder Engagement

*Requirement: The CE must engage stakeholders in developing and implementing its LWP. Stakeholders must include, but are not limited to, the following groups:*

- Administrators, district and/or school
- Community members
- Parents
- Representatives of the CE or school(s)
- Representatives of the board of trustees or governing body
- School health professionals
- School nutrition staff
- Students

*Check each stakeholder group that will be or is involved in the development and implementation of the LWP.*

- A. Administrators, district and/or school
- B. Community members (local service organizations or other appropriate representatives) Health Fair, Outreach Health Programs UoH, UT
- C. Parents
- D. Representatives of the CE or school(s)
- E. Representatives of the board of trustees or governing body
- F. School health professionals (Health Fair, Outreach Health Programs UoH, UT)
- G. School nutrition staff
- H. Students
- I. Other

If the CE did not involve stakeholders in developing and implementing its LWP (including those groups that are required to be involved), provide an explanation for why the CE did not in the space below.

n/a

#### IV. Triennial Assessment and Publication of Assessment Results

Requirement: Every three years, the CE (1) must measure the effectiveness of its LWP implementation and (2) must distribute the results of the assessment to the public.

The assessment must assist the CE in determining if the implementation of the LWP has achieved the following:

- If the CE and the schools are in compliance with the LWP
- If the CE's LWP aligns to model evidence-based strategies for LWP
- If the CE has made progress in attaining the goals described in its LWP

Check each element that is addressed in the CE's LWP.

- A. Triennial (every three years) assessment

Record the frequency of assessment in the space below: Last revisions of the policy were performed in school year 2015-2016, school year 2017-2018, and current school year 2020-2021

- A.1 Compliance with the CE's Written LWP

- A.2 Alignment to model evidence-based strategies for LWP

- A.3 Progress made toward attaining the goals described in LWP – The policy's recommendations, nutritional - educational goals, and support plans are 100% in effect

- B. Publication of assessment results

Record the date the CE last published the results of its assessment the LWP in the space below:

First PTO Meeting school year 2019-2020 and is published in the school's web page since 2015

If the CE does not include methods to assess its LWP and share the results of assessments with the public, provide an explanation for why the CE did not in the space below.

n/a

#### V. Marketing at School Operating NSLP and /or SBP

Requirement: The CE must describe (1) the current types and methods of marketing that will be allowed for foods and beverages sold on the school campus during the school day and (2) the process or strategies the CE will use to ensure that, as of July 1, 2017, all future marketing for food and beverages marketed and sold on the school campus during the school day meet the Competitive Food Nutrition Standards.

Check each element that is addressed in the CE's LWP.

- A. Current marketing

- B. Future marketing

If the CE has not addressed current and future marketing guidelines for foods and beverages sold to students in its LWP, provide an explanation for why the CE did not in the space below.

n/a - DRAW ACADEMY DOES NOT SELL SNACKS OR ANY OTHER FOOD TO STUDENTS NEITHER HAS VENDING MACHINES AVAILABLE IN CAMPUS.

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## VI. Assigned Responsibilities

Requirement: CEs must assign a staff position or positions to be responsible for managing the following:

- Assessment of the LWP
- Development of the LWP
- Implementation of the LWP
- Update of the LWP

Check each statement that describes an action for which the CE has identified and assigned a specific person to be responsible for managing the implementation of the following:

- A. Development of LWP
- B. Implementation of LWP
- C. Assessment of LWP
- D. Update of LWP
- E. ALL RESPONSIBLE PARTIES ARE IDENTIFIED BY POSITION AND SPECIFIC NAME ON THE LWP.
- Other: ALL STUDENTS AND MEMBERS OIF THE COMMITTEE ARE SURVEYED AND CONSULTED REGULARLY FOR INPUT, QUALITY, AND IMPROVEMENT OF THE PROGRAM.

If the CE has not assigned responsibilities for ensuring that the LWP is developed, implemented, assessed, and updated as appropriate, provide an explanation for why the CE did not in the space below.

n/a

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## VII. Records Retention

Requirement: The CE must retain documentation that demonstrates its compliance with the LWP requirements.

Check the statement that describes the action a CE has taken or will take to retain records related to its LWP.

- A. Establish a system for maintaining all required records.
- B. Establish a system to ensure that documentation is retained for the proper period of time.

If the CE does not have a system to retain records for the proper period of time, provide an explanation for why the CE did not in the space below.

n/a

“Clarified information on the General Requirements for a Local Wellness Policy.”

There are three steps of a Local Wellness Policy:

1. Develop the policy,
2. Develop an implementation plan for that policy, and
3. Assess the implementation of that policy.

USDA provides a wide array of resources for developing a LWP on the Child Nutrition Sharing Site at [www.theicn.org/cnss/](http://www.theicn.org/cnss/). Type the words local wellness policy in the Resource Hub search box to find resources.

**Step 1: Written Policy**

The formal policy describes how the CE will address all local, state, and federal requirements.

The LWP must be approved and adopted by the local board of trustees or governing board. This policy must be reviewed each year and updated when there is a change in implementation practices or to address updated local, state, or federal requirements.

**Step 2: Written Implementation Plan**

The implementation plan describes how the CE will implement the written formal policies. The plan for implementation should be updated to meet emerging needs and priorities of the community in addition to addressing local, state, or federal requirements.

A written implementation plan may be a part of the CE's board policy or site policy or procedures, or it may be a free-standing plan.

**Step 3: Assessment**

CEs must establish a plan to assess the effectiveness of the policy's implementation. A Triennial Assessment is required at least every three years. For more information, see Triennial Assessment in this section.

**Local Needs**

Local wellness polices may also include additional policies that reflect the goals of the local community as long as those goals do not conflict with USDA or TDA regulations.

For Example: CE may include, but are not limited to, activities and goals that focus on promoting wellness for parents, community members, and school and CE staff.

### **Updated Local Wellness Policy**

Each year the CE must review its local wellness policy. If changes are made to the policy, TDA recommends that the CE contact its ESC child nutrition specialist to ensure that the updated policy continues.

**CREATED 2015**

**UPDATED: 2017**

**UPDATED: NOVEMBER 2020**

**UPDATED: NOVEMBER 2024**

**UPDATED: MAY 2025**