

Triennial Assessment Template School Wellness Policy

Background Information

An assessment of your school wellness policy must be conducted a minimum of once every three years; however, Local Educational Agencies (LEAs) may assess their policy more frequently if they wish. The results of the assessment must be made available to the public.

Purpose

The template below is offered as a way to summarize the information gathered during your assessment. Members of a school wellness committee who are completing their triennial assessment for their school wellness policy may use this template. It contains the three required components of the triennial assessment, including:

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

Results

The copy of the assessment must be made available to the public. How the assessment is made available is the decision of the LEA. Many LEA's choose to post the results on their district website.

Recordkeeping

Keep a copy of the most recent triennial assessment, along with supporting documentation on file. This will be needed when you have a School Nutrition Program administrative review.



For questions about this document or school wellness policy requirements, contact:
[**mde.fns@state.mn.us**](mailto:mde.fns@state.mn.us)

School Wellness Policy: Triennial Assessment Summary

Section 1: General Information

School(s) included in the assessment:	
BHS, BCMS, Hanover, Montrose, Northwinds, Parkside, Discovery, Tatanka	
Month and year of current assessment:	Date of last school wellness policy revision:
05/26	10/22/2026
Website address for the wellness policy and/or information on how the public can access a copy:	
www.bhmschools.org	

Section 2: Wellness Committee Information

How many times per year does your school wellness committee meet?	2
--	---

Designated School Wellness Leader

Name	Job Title	Email Address
Ryan Tangen	Director of Finance and Operations	rtangen@bhmschools.org

School Wellness Committee Members

Name	Job Title	Email Address
Kim Hinrichs	Nutrition Services Director	khinrich@bhmschools.org
Ann Burdick	Nutrition Services Admin Asst	aburdick@bhmschools.org
Eric Erlandson	Director of Community Education	eerlandson@bhmschools.org
Carmen Tubbs	Northwinds Elementary Principal	ctubbs@bhmschools.org
Kelsey Ortmann	BHS Physical and Health Ed Teacher	kortmann@bhmschools.org
Nick Guida	BHS Activities Director	nguida@bhmschools.org
Pam Miller	Director of Teaching and Learning	pmiller@bhmschools.org
Evan Ronken	Human Resources	eronken@bhmschools.org

Section 3. Comparison to Model School Wellness Policies

Complete the [WellSAT3.0 assessment tool](#) and keep a copy of the results on file for at least three full school years plus the current year, as it will be reviewed during the next administrative review of your school nutrition program.

Indicate model policy language used for comparison:

Alliance for a Healthier Generation: Model Policy

WellSAT 3.0 example policy language

Other (please specify):

Describe how your wellness policy compares to model wellness policies.

The Buffalo Hanover Montrose school district's wellness policy is based on the Minnesota School Boards Association / MSBA-MASA Model Policy 533 (Wellness) and is generally aligned with the recommended framework for nutrition promotion, physical activity, wellness education, and stakeholder involvement.

The district has adapted the policy to reflect local needs and resources while continuing to review and strengthen implementation, communication, and assessment practices through the triennial wellness review process.

Section 4. Compliance with the Wellness Policy and Progress Toward Goals

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

- Specific goals for:
 - Nutrition promotion and education
 - Physical activity
 - Other school based activities that promote student wellness
- Standards and nutrition guidelines for all foods and beverages sold to students on the school campus during the school day that are consistent with Federal regulations for school meal nutrition standards, and the Smart Snacks in School nutrition standards.
- Standards for all foods and beverages provided, but not sold, to students during the school day (e.g., in classroom parties, classroom snacks brought by parents, or other foods given as incentives).
- 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.
- Description of public involvement, public updates, policy leadership, and evaluation plan.

Using the tables below, indicate the language that is currently written in the school wellness policy in relation to each topic area. Next, assess and discuss whether the district is meeting the goal, partially meeting the goal, or not meeting the goal. Finally, indicate the progress made for each goal and next steps that have been identified.

Nutrition Promotion and Education Goal(s)	Describe progress and next steps
<p>Nutrition Promotion and Education 1. The school district will encourage and support healthy eating by students and engage in nutrition promotion that is: a. offered as a part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health; b. part of health education classes, as well as classroom instruction in subjects such as math, science, language arts, social sciences and elective subjects, where appropriate; and c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips. 2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte snack lines, vending machines, fundraising events, concession stands and student stores.</p>	<p>Meeting these goals.</p>
<p><input checked="" type="checkbox"/> Meeting Goal <input type="checkbox"/> Partially Meeting Goal <input type="checkbox"/> Not Meeting Goal</p>	

Physical Activity Goal(s)	Describe progress and next steps
<p>Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. To that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities, such as watching television. Opportunities for physical activity will be incorporated into other subject lessons where appropriate. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.</p>	<p>Physical education classes for K-12. The opportunity to partake in numerous sports teams throughout the district.</p>
<p><input checked="" type="checkbox"/> Meeting Goal <input type="checkbox"/> Partially Meeting Goal <input type="checkbox"/> Not Meeting Goal</p>	

School-based activities to promote student wellness goal(s)	Describe progress and next steps
<p>The school environment should promote students health, well-being, and ability to learn by encouraging healthy eating, personal wellness and physical activity. All students in grades K-12 will have opportunities, support and encouragement to be physically active on a regular basis. Children need access to healthy foods, and opportunities, to be physically active in order to grow, learn and thrive.</p>	<p>Nutrition services encourages healthy eating by participation in the meal program which offers daily varieties of healthy choices including fruit and vegetable bars, whole grain foods, milk choices, and more. Physical education classes and encouragement to join sports and other physical activity opportunities that are available.</p>
<p><input checked="" type="checkbox"/> Meeting Goal <input type="checkbox"/> Partially Meeting Goal <input type="checkbox"/> Not Meeting Goal</p>	

Nutrition guidelines for all foods and beverages for sale on the school campus (i.e., school meals and smart snacks)	Describe progress and next steps
<p>The school district will provide healthy and safe school meal programs that comply with all applicable federal, state, and local laws, rules, and regulations.</p> <p>Smart snack guidelines are followed within the Nutrition Services Department.</p>	<p>All meals follow the appropriate guidelines.</p> <p>Ala carte items (food and beverages) sold during the day follow the Smart Snacks guidelines.</p>
<p><input checked="" type="checkbox"/> Meeting Goal <input type="checkbox"/> Partially Meeting Goal <input type="checkbox"/> Not Meeting Goal</p>	

Guidelines for other foods and beverages available on the school campus, but not sold	Describe progress and next steps
<p>Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through celebrations and parties, classroom snacks brought by parents.</p> <p>Rewards and incentives. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.</p>	<p>Healthy snack list available for families to use as encouragement to bring in healthier snacks for celebrations.</p> <p>Work with administrators to encourage classroom parties to serve healthier options during snacktime and celebrations.</p>
<p><input checked="" type="checkbox"/> Meeting Goal <input checked="" type="checkbox"/> Partially Meeting Goal <input type="checkbox"/> Not Meeting Goal</p>	

Marketing and advertising of only foods and beverages that meet Smart Snacks	Describe progress and next steps
<p>School-based marketing will be consistent with nutrition education and health promotion.</p> <p>Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards</p>	<p>Make sure the high school vending machines are appropriately timed to be shut off during the school day.</p>
<p><input checked="" type="checkbox"/> Meeting Goal <input type="checkbox"/> Partially Meeting Goal <input type="checkbox"/> Not Meeting Goal</p>	

Include any additional notes, if necessary:

Policy Assessment: BHM Triennial Assessment 2026 (4/2026)
District: BUFFALO-HANOVER-MONTROSE PUBLIC SCH

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.


Section 1. Federal Requirements

FR1	Includes goals for nutrition education that are designed to promote student wellness.	2
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 free or reduced priced meals.	2
FR4	Free drinking water is available during meals.	0
FR5	Ensures annual training for food and nutrition services staff in accordance with USDA Professional Standards.	1
FR6	Addresses compliance with USDA nutrition standards (Smart Snacks) for all food and beverages sold to students during the school day.	2
FR7	Regulates food and beverages sold in a la carte.	2
FR8	Regulates food and beverages sold in vending machines.	1
FR9	Regulates food and beverages sold in school stores.	NA
FR10	Addresses fundraising with food to be consumed during the school day.	1
FR11	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
FR12	Restricts marketing on the school campus during the school day to only those foods and beverages that meet Smart Snacks standards.	2
FR13	Addresses how all relevant groups will participate.	1

Policy Assessment: BHM Triennial Assessment 2026 (4/2026)
District: BUFFALO-HANOVER-MONTROSE PUBLIC SCH

FR14	Identifies the officials responsible for compliance with all components of the local wellness policy in each school.	2
FR15	Addresses making the wellness policy available to the public.	2
FR16	Addresses the assessment of district implementation of the local wellness policy at least once every three years.	0
FR17	Addresses making triennial assessment results available to the public and specifies what will be included.	0
FR18	Addresses a plan for updating policy based on results of the triennial assessment.	0


Section 2. Nutrition Environment and Services

NES1	Addresses access to the USDA School Breakfast Program.	0
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.	0
NES5	Specifies marketing to promote healthy food and beverage choices.	1
NES6	Addresses the amount of "seat time" students have to eat school meals.	1
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.	NA
NES10	Addresses foods and beverages containing caffeine at the high school level.	0


Policy Assessment: BHM Triennial Assessment 2026 (4/2026)
District: BUFFALO-HANOVER-MONTROSE PUBLIC SCH

NES11	Addresses nutrition standards for all foods and beverages served (not sold) to students after the school day, including before and aftercare on school grounds, clubs, and after school programming.	2
NES12	Addresses nutrition standards for all foods and beverages sold (not served) to students after the school day, including before and aftercare on school grounds, clubs, and after school programming.	2
NES13	Addresses food not being used as a reward.	2
NES14	Addresses availability of free drinking water throughout the school day.	0





Section 3. Nutrition Education

NE1	Nutrition education teaches skills that are behavior focused, interactive, and/or participatory.	2
NE2	All elementary school students receive sequential and comprehensive nutrition education.	1
NE3	All middle school students receive sequential and comprehensive nutrition education.	1
NE4	All high school students receive sequential and comprehensive nutrition education.	1
NE5	Nutrition education is integrated into other subjects beyond health education.	2
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

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.	0


Policy Assessment: BHM Triennial Assessment 2026 (4/2026)
District: BUFFALO-HANOVER-MONTROSE PUBLIC SCH

PEPA3	Physical education promotes a physically active lifestyle.	2
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.	0
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.	1
PEPA13	Addresses recess for all elementary school students.	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
PEPA17	 Addresses using physical activity as a reward.	0
PEPA18	Addresses physical activity not being used as a punishment.	0

Policy Assessment: BHM Triennial Assessment 2026 (4/2026)
District: BUFFALO-HANOVER-MONTROSE PUBLIC SCH

PEPA19	Addresses physical activity not being withheld as a punishment.	0
---------------	---	----------

Section 5. Employee Wellness

EW1	 Addresses strategies to support employee wellness.	0
EW2	Encourages staff to model healthy eating and physical activity behaviors.	0

Section 6. Integration and Coordination

IC1	Addresses the establishment of an ongoing district wellness committee.	1
IC2	Addresses the establishment of an ongoing school building-level wellness committee.	0

Overall District Policy Score

Total Comprehensiveness	District Score 45
Total Strength	District Score 17