



Food and  
Nutrition  
Service

Park Office  
Center

3101 Park  
Center Drive  
Alexandria  
VA 22302

---

DATE: April 6, 2017

MEMO CODE: SP 24-2017

SUBJECT: Local School Wellness Policy: Guidance and Q&As

TO: Regional Directors  
Special Nutrition Programs  
All Regions

State Directors  
Child Nutrition Programs  
All States

Local educational agencies (LEA) participating in the National School Lunch Program and/or School Breakfast Program are required to develop a local school wellness policy that promotes the health of students and addresses the problem of childhood obesity. Wellness policies are tailored to the unique needs of each LEA and present an opportunity to improve the health of each community.

On July 29, 2016, the USDA Food and Nutrition Service (FNS) finalized regulations to create a framework and guidelines for written wellness policies established by LEAs. The final rule requires LEAs to begin developing a revised local school wellness policy during school year 2016-2017. The revised policy must be in place by June 30, 2017.

The final regulation offers LEAs flexibility in determining how best to implement policies that reflect their unique circumstances. This memorandum provides Questions and Answers (Q&As) to address the local school wellness policy final rule.

The local school wellness policy resource center available at <https://healthymeals.fns.usda.gov/school-wellness-resources> provides extensive resources school officials at the local, State, and Federal level may use to better understand the local school wellness policy requirements and their positive benefits.

Regional Directors  
State Directors  
Page 2

State agencies are reminded to distribute this information to Program operators immediately. Program operators should direct any questions regarding this memorandum to the appropriate State agency. State agency contact information is available at <https://www.fns.usda.gov/school-meals/school-meals-contacts>. State agencies should direct questions to the appropriate FNS Regional Office.

A handwritten signature in dark ink, appearing to read "Angela Kline". The signature is written in a cursive, flowing style.

Angela Kline  
Director  
Policy and Program Development Division  
Child Nutrition Programs

Attachment

General

**1. What is a local school wellness policy and is it required?**

A local school wellness policy is a written document that guides a local educational agency (LEA) in establishing a healthy school environment. Each LEA participating in the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) is required to establish a written local school wellness policy for all schools under its jurisdiction (7 CFR 210.31(c)). LEAs have the flexibility to customize their individual local school wellness policy based on their own specific circumstances to best improve the health of their students.

**2. What is required to be included in local school wellness policies?**

While LEAs have flexibility to develop the specific content of their local school wellness policies, the policies must include the following:

- Specific goals for nutrition promotion and education, physical activity, and other school-based activities that are designed to promote student wellness (7 CFR 210.31(c)(1));
- Standards and nutrition guidelines for all foods and beverages available on the school campus during the school day that are, at a minimum, consistent with Federal regulations for program meals and the Smart Snacks in School nutrition standards, and designed to promote student health and reduce childhood obesity (7 CFR 210.31(c)(2) and (3)); and
- Policies that allow marketing or advertising of only those foods and beverages that may be sold on the school campus during the school day, i.e., those foods and beverages that meet the Smart Snacks in School nutrition standards (available at <http://www.fns.usda.gov/school-meals/fr-072916d>) (7 CFR 210.31(c)(3)(iii)).

LEAs are also required to:

- Review and consider evidence-based strategies in determining local school wellness goals (7 CFR 210.31(c)(1));
- Involve, inform, and update the public (including parents, students, and other stakeholders) about the content and implementation of the local school wellness policy (7 CFR 210.31(d)(2) and (3));
- Conduct an assessment, at least once every three years, to determine compliance, progress, and the extent to which the policy compares to model local school wellness policies (7 CFR 210.31(e)(2)); and
- Update or modify the local school wellness policy as appropriate (7 CFR 210.31(e)(3)).

**3. Who is responsible for developing the local school wellness policy?**

The LEA is responsible for developing a local school wellness policy (7 CFR 210.31(a)). This responsibility is placed at the local level so that LEAs have flexibility to address the unique needs of each school under their jurisdiction. In an effort to foster transparency and inclusion, LEAs are required to allow parents, students, SFA representatives, teachers of physical education, school health professionals, the school board, school administrators, and members of the general public to participate in the development, implementation, and periodic review and update of the local school wellness policy (7 CFR 210.31(c)(5)). While the LEA is ultimately responsible for developing the local school wellness policy, a best practice would include having each school, within the LEA, customize the policy at the local level.

**4. Do local school wellness policy standards apply to all foods and beverages on the school campus during the school day?**

Local school wellness policies are required to address foods and beverages that are both sold and made available at no cost to students.

LEAs must develop standards and nutrition guidelines for all foods and beverages available, but not sold to students on the school campus during the school day (for example classroom parties or rewards). While, these standards and nutrition guidelines are not required to be consistent with Smart Snacks standards as stated in 7 CFR 210.31(c)(3)(iii), local jurisdictions have the discretion to adopt standards that are consistent with Federal school meals and Smart Snacks nutrition standards or to adopt more or less stringent standards.

For foods and beverages sold to students, the local school wellness policy must include standards and nutrition guidelines that are consistent with the school meal requirements and Smart Snacks nutrition standards.

**5. Can nonprofit school food service account funds be used to implement local school wellness policies?**

Yes, generally, nonprofit school food service account funds may be used to implement local school wellness policies, if the local school wellness policy is supporting the operation or improvement of the school meal program.

In order to use this funding for local school wellness policy related activities, the SFAs' food service program must be providing meals in compliance with National School Lunch Program and School Breakfast Program meal patterns and in compliance with resource management. In cases where only a portion of the local school wellness policy coordinator's time is spent directly supporting the school food service operation, the nonprofit school food service account may only cover the portion of the coordinator's salary that is deemed necessary, reasonable, and allocable for the operation of the school meal programs. The LEA may determine that funding a staff position or activities related to the local school wellness policy will support the operation and improvement of the Program, and that the associated

costs are necessary, reasonable, and allocable in accordance with the cost principles of 2 CFR 200. Continual assessment of these costs is essential to ensure that the nonprofit school food service account can continue to support these activities over time.

### **Programs Included**

**6. Are small schools and Residential Child Care Institutions (RCCIs) expected to have a wellness policy?**

All schools that participate in the school meal programs are expected to have a wellness policy, including small schools and RCCIs. While there are no exclusions in the law based on the size of a school or institution that participates in the meal programs, these institutions are encouraged to develop a wellness policy that meets the unique needs of their population. Because of the responsibility that RCCIs have in providing nutrition and physical activity to children in residence, it is important that RCCIs implement wellness policies that will support the health and development of their residents.

**7. Is a wellness policy required if the school only operates the Special Milk Program?**

A school or other program that operates only the Special Milk Program is not required to have a local school wellness policy.

**8. Does the wellness policy requirement apply to private schools, including religious private schools, and charter schools?**

Each LEA must establish a local school wellness policy for all schools participating in the NSLP and/or SBP under its jurisdiction (7 CFR 210.31(a)). This includes any private schools, religious private schools, and charter schools that participate in the school meals programs.

Any schools, including private and non-public charter schools, that do not participate in the school meals programs, may develop their own wellness policy, or the governing board could develop one for all affiliated schools. Such schools are not required to follow the local school district's local school wellness policy.

### **Food and Beverage Marketing**

**9. What are the requirements around food and beverage marketing?**

LEAs are permitted to market foods and beverages that may be sold on the school campus during the school day, i.e., those foods and beverages that meet the requirements set forth in the Smart Snacks standards (7 CFR 210.31(c)(3)(iii)). Marketing of non-compliant food and beverages is not permitted during the school day, but may be present at events that happen after the end of the school day. For example, an evening sporting event may sell and market non-compliant foods or beverages. More information on the Smart Snacks nutrition standards

is available at <http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>.

**10. How does the term “marketing” apply in local school wellness policies?**

Food marketing commonly includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product. Therefore, the marketing standards apply to items such as posters, flyers, and other printed materials advertising products. It also applies to prizes or other premium items given to students to promote a product, cups used for beverage dispensing, and various equipment, such as the exterior of vending machines, menu boards, coolers, trash cans, and other food service equipment. All food or beverage products depicted on items/equipment on the school campus during the school day must meet the Smart Snacks nutrition standards.

**11. What types of marketing are exempt from local school wellness policies?**

The marketing restrictions do not apply to materials used for educational purposes in the classroom, such as teachers’ use of advertisements as an education tool; or when implementing a health or nutrition education curriculum that favors the consumption of some foods over others.

Items exempt from the marketing provision also include items of personal expression such as clothing, and the packaging of products brought from home for personal consumption. For example, if a child wears a shirt that has a food item pictured, the food is not required to meet the Smart Snacks standards in order for the child to wear the item of clothing. Similarly, if a child brings a package of crackers from home, the food item is not required to meet the Smart Snacks standards.

**12. What areas of the school are affected by the food and beverage marketing policies?**

Marketing standards apply to the school campus. The school campus is defined as all areas of the property under the jurisdiction of the school that are accessible to students during the school day (7 CFR 210.11(a)(4)). School day is defined as the midnight before through 30 minutes after the end of the school day (7 CFR 210.11(a)(5)). Examples of areas affected include the cafeteria, classrooms, hallways, gymnasiums, football/soccer fields, running track, parking lots, and all other areas of the campus that students may occupy during the school day.

**13. Do the food and beverage marketing policies apply to equipment such as scoreboards?**

Items, such as scoreboards, that are already in place do not need to be replaced; however, LEAs must consider the marketing guidelines in the wellness policy when these items are replaced or updated over time. In addition to scoreboards, marketing policies apply to other such durable items or equipment that is on school campus property and accessible by students during the school day (7 CFR 210.11(a)(4)). These items may include signs

inside/outside of the school, water coolers, beverage cases, food display racks, and school buses.

**14. Do the food and beverage marketing policies apply to after school sporting or other events?**

The local school wellness policy marketing requirements do not apply to events occurring more than 30 minutes after the school day, such as after school sporting or other events. However, it is important to remember that Federal Smart Snacks standards are minimum standards and the LEA has discretion to adopt more stringent standards and extend the marketing policy to events outside of school hours.

**15. My school/State has its own standards for snack foods sold in schools and/or food and beverage marketing policies. How are they affected by the local school wellness policy?**

The Federal Smart Snacks standards and marketing policies are minimum requirements for schools that participate in USDA's school meals programs. States, districts, and schools that have stronger standards and policies may maintain their own policies, as long as they do not conflict with USDA standards. LEAs have flexibility on how to implement this requirement. It is not intended to imply that schools must allow food or beverage marketing on campus.

**16. If a vending machine is turned off during the school day, is the outside of it (logos, pictures, etc.) still considered marketing?**

Yes. The front and sides of a vending machine provide a graphic statement intended for the purpose of promoting the sale of a food or beverage product, regardless of whether the machine is on or off.

**17. Is there a restriction against marketing brand names?**

No, brand name marketing is not restricted. If a specific product does not meet the Smart Snacks nutrition standards, it may not be marketed on the school campus during the school day, however, the brand may be marketed. The final rule also discusses copycat products, where a company reformulates one product in a brand's product line to meet school nutrition standards. Marketing of copycat products is not restricted under the regulations.

LEAs have discretion to determine what is in the best interest of their respective school communities, however, and may implement additional marketing restrictions. LEAs may choose to include more stringent marketing standard for brand marketing and copycat products in their local school wellness policy; they may simply eliminate advertising of all brands that market foods inconsistent with the Smart Snacks nutrition standards; or they may allow both brand marketing and copycat products that meet Smart Snacks standards to be marketed in schools.

**18. Do the local school wellness policy standards permit the marketing of incentive programs like a restaurant or brand that gives free pizza or coupons when students read a certain number of books?**

Yes. The local school wellness policy marketing standards are not intended to restrict incentive programs. While the LEA is required to address standards and nutrition guidelines for all foods and beverages available on the school campus during the school day, it may determine what is in the best interest of their respective school communities. LEAs are encouraged to use nonfood-related incentive programs or programs that promote items consistent with the Smart Snacks standards.

**19. Are label redemption programs (e.g., Box Tops for Education) allowed under this final rule?**

Yes. This rule is not intended to restrict label redemption programs. Promotion of label redemption programs on school property is permitted.

<b>Triennial Assessment</b>
-----------------------------

**20. How often must LEAs conduct assessments of schools' compliance with the local school wellness policy?**

At a minimum, assessments must be conducted once every three years as described in 7 CFR 210.31(e); this is referred to as the triennial assessment. This assessment is separate from the Administrative Review conducted by the State agency. The local school wellness policy must be updated and in compliance with the final rule by June 30, 2017. Therefore, the first triennial assessment must be completed by June 30, 2020.

**21. Who is responsible for conducting the assessments?**

LEAs must designate at least one LEA or school official(s) as responsible for determining the extent to which each school under their jurisdiction is in compliance with their wellness policies (7 CFR 210.31(e)(1)).

In addition to the official(s) identified, other stakeholders must be permitted to be involved in the review process as described in 7 CFR 210.31(d)(1). However, LEAs have discretion in how they implement this requirement since each LEA is best suited to determine the distinctive needs of the community it serves. LEAs are also encouraged to identify a wellness champion at each school that would assist with the implementation and monitoring of the policy at the school level.

**22. What must be included in the triennial assessment?**

The LEA must develop a triennial assessment report that describes the extent to which its schools comply with the local school wellness policy, the extent to which the local policy aligns with model policies, and a description of progress towards attaining policy goals as



described in 7 CFR 210.31(e)(2). There is local discretion on the format of the report. This report must be made available to the public (7 CFR 210.31(d)(3)).

**23. What tools should LEAs use to assess implementation and compliance with the local school wellness policy?**

The LEA has the flexibility to develop tools that will assess compliance with the specific components of their local school wellness policy. Some State agencies and partner organizations have developed tools that LEAs can adapt to meet their needs. Example tools can be found at the “School Nutrition Environment and Wellness Resources” website at <https://healthymeals.fns.usda.gov/local-wellness-policy-resources/local-school-wellness-policy-process/assessment-needs-assessment>. In addition, the LEA must document when and how they evaluated their policy. For example, an agenda or attendance sheet could be used as documentation that the local school wellness policy was evaluated at a stakeholder meeting.

**24. How often does the LEA have to update the policy?**

USDA does not specify the frequency of updates to the local school wellness policy, as the need to update will vary based on the content and structure of the policy. However, it is recommended that the policy is updated, at a minimum, after conducting the triennial assessments (7 CFR 210.31(e)(3)). LEAs are also required to annually notify the public about the content of the local school wellness policy and any updates to the policy as stated in 7 CFR 210.31(d)(2).

**25. How should LEAs compare their policies to model policies?**

The responsibility for developing a local school wellness policy was placed at the LEA level so that each LEA has the flexibility to customize their own policy based on their own unique circumstances. However, at a minimum, LEAs must compare their policy against model policies during the triennial assessment (7 CFR 210.31(e)(2)(ii)). The Alliance for a Healthier Generation, in conjunction with USDA, developed a model local school wellness policy template that may be used for this comparison:  
[https://www.healthiergeneration.org/\\_asset/wtqdwu/14-6372\\_ModelWellnessPolicy.doc](https://www.healthiergeneration.org/_asset/wtqdwu/14-6372_ModelWellnessPolicy.doc).

**26. Does the LEA need to do a triennial assessment of all the schools under its jurisdiction, or does each school do its own triennial assessment and report back to the LEA?**

The LEA is responsible for ensuring that a triennial assessment of all the schools under its jurisdiction has been conducted. The LEA may conduct the triennial assessment on behalf of each participating school under its jurisdiction, or may allow each school to conduct its own assessment.

## Administrative Review

### 27. What are the next steps if an LEA is not in compliance with the local school wellness policy requirements?

The final rule required LEAs to begin developing a revised local school wellness policy by August 29, 2016. These revised policies must be in place by July 1, 2017. While LEAs are updating and implementing new wellness policies, State agencies should focus on providing technical assistance and work with the LEA on a corrective action plan in order to achieve compliance.

Technical assistance resources include USDA's Food and Nutrition Service (FNS) Team Nutrition website. The "School Nutrition Environment and Wellness Resources" web pages provide information and guidance resources, including:

- **Local School Wellness Policy Process** steps to put the policy into action, as well as sample policy language and examples of existing State-level health policies;
- **Required Wellness Policy Elements** to meet the federal requirements;
- **Success Stories and Best Practice** ideas for schools;
- **Grants/Funding Opportunities** related to child nutrition and physical activity; and
- **Trainings** that will assist districts/schools in developing, implementing, and monitoring their wellness policies.

This website also includes information on the requirements and a summary of the final rule. The resources website can be accessed at <https://healthymeals.fns.usda.gov/school-wellness-resources>.

### 28. What documentation is needed for the Administrative Review?

During an Administrative Review, the State agency will review the written local school wellness policy and will ensure a LEA or school official(s) has been designated to oversee the policy process. The State agency will also review documentation demonstrating:

- Compliance with community involvement requirements, such as a copy of the solicitation on the LEA/school website or school newsletter and a list of the stakeholders involved (attendance sheet, or list of titles such as parent, school nurse, etc.);
- That the local school wellness policy content and annual updates, as well as the triennial assessments, were made available to the public, such as a copy of the LEA/school webpage and/or the school newsletter or local newspaper where the local school wellness policy and assessment results have been posted;
- How the policy compares to model policies; and
- That a triennial assessment of the local school wellness policy was conducted for each school under its jurisdiction.

## Public Notification

### **29. How should LEAs notify the public that they have a policy and/or there has been an update to the policy?**

LEAs must inform the public each school year of basic information about the local school wellness policy, including its content and any updates as described in 7 CFR 210.31(d)(2). LEAs may best determine the optimal time for providing the information, although FNS recommends that the information be provided early in the school year. Best practices include highlighting the policy on individual school websites, linking to the policy on individual school social media accounts, sending updates in a parent or school newsletter, including the policy in a presentation during parent/staff meetings, providing copies of the policy at back-to-school nights, featuring the policy on the parent- or staff-specific webpages, and posting on school bulletin boards. Other strategies include placing a blurb in a local community newsletter or newspaper, posting on a community website or blog, or sharing updates and accomplishments on a local radio or television show. Team Nutrition's new *Local School Wellness Policy Outreach Toolkit* provides free templates to help notify the public and can be adapted to meet the LEA's needs. This toolkit can be accessed at <http://www.fns.usda.gov/tn/local-school-wellness-policy-outreach-toolkit>.

### **30. How often are LEAs or schools required to notify the public about the local school wellness policy?**

LEAs are required to annually notify the public of the local school wellness policy and any updates to the policy (7 CFR 210.31(d)). FNS also encourages LEAs or schools to include a summary of each school's events or activities related to local school wellness policy implementation on their annual public notification. LEAs may determine the optimal time for providing the information, although FNS recommends that the information be provided early the school year.

### **31. Are LEAs or schools required to produce annual progress reports?**

On an annual basis, LEAs are required to notify the public of the local school wellness policy and any updates to the policy (7 CFR 210.31(d)). FNS also encourages LEAs or schools to include a summary of each school's events or activities related to local school wellness policy implementation on their annual public notification.

### **32. Does the LEA or school official(s) designated to oversee the wellness policy need to publicize their contact information?**

LEAs are only required to identify the position title of the LEA or school official(s) responsible for oversight of the local school wellness policy. However, LEAs are strongly encouraged to provide a means of contacting the LEA or school official(s) responsible for oversight by designating an LEA or school-based phone number and/or email address for the community to provide suggestions, make inquiries, request to get involved, or contribute to wellness policy implementation.

### **33. How should LEAs engage stakeholders in the policy?**

Each year, stakeholders must be provided with the opportunity to participate in the development, implementation, periodic review, and update of the local school wellness policy as stated in 7 CFR 210.31(d)(1). It is at the discretion of the LEA on how stakeholders are invited to participate. Suggestions for including a variety of stakeholders include:

- sending a letter to parents/families;
- providing status updates in teacher/staff trainings;
- posting a call for volunteers on the LEA website;
- including a blurb on the school, LEA, or local community newspaper, newsletter, and/or blog;
- partnering with community organizations to spread the information; and
- posting information about the process on social media.

Team Nutrition has developed an outreach toolkit to help LEAs engage parents and school staff in the development, implementation, and monitoring of their wellness policy. The customizable templates are available for download at <http://www.fns.usda.gov/tn/local-school-wellness-policy-outreach-toolkit>. Examples of other ways to engage parents are provided in the Center for Disease Control and Prevention's (CDC) Parents for Healthy Schools found at <http://www.cdc.gov/healthyschools/parentengagement/parentsforhealthyschools.htm>.

### **34. How should Residential Child Care Institutions (RCCIs) comply with the required public notification?**

Although RCCIs may have different circumstances than LEAs, the intent of the public notification requirement is to inform the public about the process and how they can get involved. RCCIs are required to inform parents/caregivers and any other members of the public about the local wellness policy. The RCCI has discretion to determine to whom this public notification should be directed. Notification may be as simple as including the local school wellness policy and a description of how to get involved on the RCCI website, newsletter, RCCI social media, or other means of notifying families and the general public.

Please note that RCCIs are not required to inform the public regarding eligibility criteria for school meals if they do not have day students. However, they are still required to notify the public of the local school wellness policy provisions because the intent is to provide information to the public about the policy and invite members of the public to become involved.

## Goals

### **35. Does the wellness policy have to include a specific number of hours for nutrition or physical education?**

Nutrition and physical education are very important aspects of wellness and complement a healthy school environment. LEAs have discretion in determining the best way to structure their school day, and there is no requirement that an LEA include specific amount and frequency requirements (i.e., days per week, and minutes per day/week) in their policy goals, objectives, and annual benchmarks for physical education, nutrition education, and physical activity. However, FNS encourages LEAs to require a specific number of hours and/or frequency to assist in assessing whether schools are meeting their goals and to consider the Centers for Disease Control and Prevention's (CDC) recommendation of 60 minutes of physical activity each day for children and adolescents (see <https://www.cdc.gov/physicalactivity/basics/children/index.htm>).

### **36. What are some examples of evidence-based strategies/techniques to establish wellness goals?**

The following examples of evidence-based strategies have been shown to improve the likelihood that children will make the healthier choice: using creative names for fruits and vegetables and targeted entrées, training staff to prompt students to select fruits and vegetables, placing unflavored milk in front of other beverage choices, and bundling “grab and go” meals that include fruit and vegetable items.

LEAs should review “Smarter Lunchroom” tools and strategies, which are evidence-based, simple, low-cost or no-cost changes that are shown to improve student participation in the school meals program while encouraging consumption of more whole grains, fruits, vegetables, and legumes, and decreasing plate waste (for more information, please visit, <https://healthymeals.fns.usda.gov/healthierus-school-challenge-resources/smarter-lunchrooms>).

### **37. How can farm to school strategies be included in wellness policies?**

Wellness policies offer an opportunity to showcase farm to school efforts and gain buy in from the community. According to the [Farm to School Census](#), over two thirds of school districts engaged in farm to school activities said they enjoy positive impacts, including increased support from parents and community members, improved acceptance of and participation in school meals, lower school meal program costs, and less plate waste.

Wellness policies offer an opportunity to engage community stakeholders that can help districts start and/or expand activities such as buying local foods, growing gardens, and offering nutrition, agriculture and culinary education. For specific ideas and sample language from other districts that have included farm to school efforts in their policies, please visit <https://healthymeals.fns.usda.gov/farm-school-wellness-policy-language>.

## Wellness Leadership and Involvement

### 38. Who should oversee the wellness policy?

The LEA has discretion in determining who is responsible for overseeing the wellness policy, including assessments. The LEA is most qualified to identify the best candidate(s) for local school wellness policy leadership as size, resources, and needs vary greatly among LEAs and schools. Some LEAs have a position titled “Wellness Coordinator,” while in other LEAs, the School Nutrition Director or Lead Health Education Coordinator oversees the policy. The regulations do not specify the title or position of the designated wellness official(s), but simply require that the responsible official(s) be designated (7 CFR 210.31(e)(1)).

Regardless of who is named as the designated official(s) to oversee the wellness policy process, the CDC’s case study examination found that in successful schools, a “wellness champion” serves as the driving force for developing and implementing the wellness policy. A single wellness champion – such as a school nurse, district superintendent, or community member – led the process in many schools and districts. The champion played a critical role in starting the process and keeping it going when challenges arose. For more information, see [https://www.cdc.gov/healthyyouth/npao/pdf/251553\\_SchoolWellnessInAction\\_Final\\_508\\_Ready\\_508tagged.pdf](https://www.cdc.gov/healthyyouth/npao/pdf/251553_SchoolWellnessInAction_Final_508_Ready_508tagged.pdf).

### 39. How does FNS define "actively" seeking members for the wellness committee? Is sending an e-mail enough?

LEAs have discretion in how they implement the requirement to actively seek members for their wellness committee. Sending an email is one example of how an LEA could meet the requirement. Other examples include a posting in a newsletter or on the LEA’s website or social media page, or creating an advertisement in a local community newsletter or newspaper.

## Technical Support

### 40. Where can I get more information and technical support?

USDA Food and Nutrition Service (FNS) has developed wellness web-resources, as a part of the Team Nutrition website. The wellness policy website has information on the requirements and a summary of the final rule, action steps for local educational agencies and schools, tools and resources, monitoring wellness policies, funding wellness efforts, and more. The FNS Local School Wellness Policies website can be accessed at <http://www.fns.usda.gov/tn/local-school-wellness-policy>.

Additionally, FNS’ “School Nutrition Environment and Wellness Resources” web page provides information and resources to support the local school wellness policy process, and includes sample policy language, examples of existing State-level health policies, stories and best practice ideas for schools, grants and funding opportunities, and trainings to assist districts/schools in developing, implementing, and monitoring their wellness policies. The

resources website can be accessed at <https://healthymeals.fns.usda.gov/school-wellness-resources>.

The CDC also has many resources that can help inform the content and implementation of wellness policies. There are resources on topics that include Smart Snacks, physical activity and physical education, measuring Body Mass Index in schools, and engaging parents to participate in school wellness activities. CDC also has assessment tools including the School Health Index which schools can use to assess their health policies and practices and then create a plan to improve their health and safety policies and practices. These helpful CDC resources can be accessed at [www.cdc.gov/healthyyouth/npao/publications.htm](http://www.cdc.gov/healthyyouth/npao/publications.htm).

CDC's "Putting Local School Wellness Policies to Action: Stories from School Districts and Schools" provides helpful strategies and examples for additional resources for schools. This resource can be accessed at [https://www.cdc.gov/healthyyouth/npao/pdf/251553\\_SchoolWellnessInAction\\_Final\\_508\\_Ready\\_508tagged.pdf](https://www.cdc.gov/healthyyouth/npao/pdf/251553_SchoolWellnessInAction_Final_508_Ready_508tagged.pdf).