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# Local Wellness Policy Development and Implementation: Public Reporting and Review

## Purpose

Each Local Educational Agency (LEA) participating in the National School Lunch Program and School Breakfast Program is required to develop and implement a Local Wellness Policy (LWP) in accordance with the Healthy, Hunger-Free Kids Act of 2010. The purpose of this document is to provide further guidance for LEAs on public reporting requirements related to LWP implementation and processes of policy review. Information presented will also guide LEAs in developing documentation required for the [Child Nutrition Off-Site Assessment](#).

## Reviewing the Local Wellness Policy

LEAs are required to make “appropriate updates or modifications to the local school wellness policy, based on the triennial assessment” ([7 CFR 210.31](#)). Information on how to conduct a LWP assessment can be found here: [Local Wellness Policy Development and Implementation: Evaluation of Local Wellness Policies and their Implementation](#).

The school board of a district shall “determine the educational policies of the school district” ([16 V.S.A. 563](#)). The LWP committee and/or superintendent (or designee) may suggest recommendations or may be asked by the board to make recommendations on LWP policies or policy language to be considered. The development, adoption, and/or revision of a LWP within a school district, however, resides in the purview of the school board.

Discussing and revising policies on a regular basis works to “ensure that the system is supporting and meeting the needs of every student” ([District Quality Standards 113.3.1](#)). As part of required documentation for the [Child Nutrition Off-Site Assessment](#) (Question 1001), LEAs need to describe how the LWP is reviewed and updated. This may differ based on context, but procedures related to LWP development, adoption, and/or revision that are documented (e.g., school board meeting notes) may be submitted to fulfill required components in a Child Nutrition review.

## Public Reporting on Local Wellness Policy

LEAs are required to inform the public as to progress made on the goals of the LWP and compliance with the policy as written. LEAs may do this progress update by making the triennial assessment, a required component of LWP implementation, accessible to the public. LEAs may choose to post their



triennial assessment on their webpage to fulfill public reporting requirements and can provide a link to where this assessment is posted in their [Child Nutrition Off-Site Assessment](#) (Question 1006).

LEAs are required ([7 CFR 210.31](#)) to “inform the public about the content and implementation of the local school wellness policy and make any updates to the policy available to the public on an annual basis.” The USDA’s Food and Nutrition Service Team Nutrition encourages LEAs to make available a “summary of each school’s events or activities” related to LWP implementation as an element of annual public reports (see [Frequently Asked Questions](#)).

Because school board meetings must comply with the Public Record Law and the Open Meeting Law, presentations (e.g., slide decks, handouts, full triennial assessment, etc.) by the LWP committee or the superintendent (or designee) to a school board on the triennial assessment or LWP activities may serve as documentation of informing the public on the triennial assessment. The conversations and considerations by the board captured after a triennial assessment presentation may serve as needed documentation of how the LWP is reviewed and updated. Regular presentations to the LEA governing body on the implementation of the LWP, therefore, has the benefit of creating documentation needed for the [Child Nutrition Off-Site Assessment](#).