

# Local Wellness Policy: Triennial Assessment

## Section 1: General Information and Wellness Committee

LEA (Local Education Agency) name	Holy Family Catholic Schools - Dubuque
Date Triennial Assessment was completed	November 13, 2025
Date of last wellness policy review	April 6, 2022
How often does the school wellness committee meet? Date of last meeting?	Once a year, November 13, 2025
Were the required annual public notifications completed this year?	Yes, our wellness policy is posted on our website with instructions on how to join the SIAC Committee

**Designated School Wellness Leader**—LEAs must designate at least one school official responsible for determining the extent to which each school under their jurisdiction follows the wellness policy.

<b>Name:</b>	Christin Smith
<b>Job Title:</b>	Director of Food & Nutrition Services
<b>Email:</b>	ChristinSmith@holyfamilydbq.org

**School Wellness Committee Members**—schools must permit involvement from parents, students, school food service, teachers of physical education, school health professionals, school board members, school administrators and general public

Name	Job Title/Volunteer	Email
Lisa Krapfl	Director of Curriculum	Lkrapfl@holyfamilydbq.org
Phil Bormann	Chief Administrator	pbormann@holyfamilydbq.org
Bailey Vance	Teacher at Resurrection	bvance@holyfamilydbq.org
Cole Smith	Teacher at Wahlert	csmith@holyfamilydbq.org
Emily Schmidt	Teacher at Mazzuchelli	eschmidt@holyfamilydbq.org
Isabelle Pattarozzi	Parent & School Board Member	ipattarozzi@holyfamilydbq.org
Kathleen Konrardy	Principal of Our Lady	kkonrardy@holyfamilydbq.org
Kevin Mullen	Parent & Chair of School Board	kmullen@holyfamilydbq.org
Paula Schmidt	Parent	
Theresa Thielen	Parent	
Zoe Houlihan	Director of Communications & Marketing	zhoulihan@holyfamilydbq.org
+4 student leaders		

## Section 2: Compliance with the Wellness Policy

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

- Specific goals for nutrition promotion and education
- Specific goals for physical activity
- Specific goals for other school-based activities that promote student wellness
- Standards and nutrition guidelines for all foods and beverages sold to students before, during and 30 minutes after the school day
- Standards for all foods and beverages provided, but not sold, to students during the school day (classroom parties, classroom snacks brought by parents, incentives, etc.)
- 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.

Another form of documentation for Section 2 is the [School Wellness Policy Checklist](#).

## Section 3: Comparison to Model School Wellness Policies

The [Alliance for a Healthier Generation Model Policy](#) is to be used as a best practice guide. Compare local wellness policy language with the model policy and identify areas where the language is comparable to the model policy and potential areas that can be strengthened.

**Optional Resource:** [WellSAT 3.0](#), Online quantitative tool that determines where revisions are needed to strengthen the language in school wellness policies and provides sample language.

Areas with Similar Language	Potential Areas to Strengthen Language
School Meals Nutrition Guidelines & Standards Fundraisers	Staff Wellness

## Section 4: Progress Towards Goals

Evaluate your compliance and progress towards each of your goals using a method of your choosing. The [School Wellness Policy Progress Report](#) is one example that can be used.

See Below for Progress Review.

**Holy Family Catholic Schools**  
**Local Wellness Policy Progress Report**

As part of School Lunch Program, schools must complete an assessment of their wellness activities at least once every three years. Principals provided the ratings based on the activities in their buildings in the April of 2022.

**Wellness Policy Contact: Christin Smith, Director of Food & Nutrition Services, [christinsmith@holyfamilydbq.org](mailto:christinsmith@holyfamilydbq.org)**

**Date Completed: November 2025**

**Nutrition Education & Promotion Goals**

1. Nutrition Education is offered as part of a sequential, comprehensive, standards-based program, which is part of not only physical education classes, but also part of classroom instruction in other subject areas. Nutrition Education is offered to all grade levels.			
School	Rating	Current Implementation	Next Steps
Resurrection	Partially in Place	PE covers some nutritional concepts; we don't have an elementary health curriculum. Concepts, such as making healthy choices and respecting our bodies, are discussed in classes.	There is a need for a health curriculum or curriculum pieces that can be integrated into the classrooms.
Our Lady of Guadalupe	Partially in Place	The importance of these choices are discussed in the classrooms. Grades that bring snacks to school are limited to fresh fruit, vegetables, whole grains, and dairy. Families are sent home information about what makes a healthy lunch.	There is a need for a health curriculum or curriculum pieces that can be integrated into the classrooms.
St. Columbkille	Partially in Place	PE covers some nutritional concepts; we don't have an elementary health curriculum. Kindergarten has a nutrition unit integrated into the curriculum.	There is a need for a health curriculum or curriculum pieces that can be integrated into the classrooms.
Mazzuchelli Catholic	Partially in Place	Taught in 6th grade wellness.	
Wahlert Catholic	Partially in Place	Nutritional information is communicated in our PE classes.	Developing a standard nutrition curriculum to provide teachers would be helpful.

## Physical Activity Goals

1. Holy Family Catholic Schools will provide wellness education which includes students with disabilities. Students are engaged in moderate to vigorous activity during at least 75 percent of physical education class time. Class meets regularly for the elementary and middle school level taught by a certified physical education teacher.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	PE activities are active and engaging for students. 45 minutes of class time 3x in a 2 week period	
Our Lady of Guadalupe	Fully in Place	45 minutes of class time 3x in a 2 week period	
St. Columbkille	Fully in Place	PE standards are consistently taught, with an emphasis on a variety of activities appropriate to the grade level. 1.5 hours per week.	
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place	We have created a variety of courses such as a Spin Class and Self-Defense class to join our strength and conditioning programming. These classes are well attended by our students.	Encourage all students to enroll in these courses.

2. All elementary, middle and high schools are encouraged to offer: extracurricular physical activity programs, such as physical activity clubs or intramural programs (middle and high school); a range of activities that meet the needs, interests, and abilities of all students, including students with disabilities and students with special health-care needs; information about community agencies such as the Department of Leisure Services and the Dubuque Community Y to offer a maximum number of physical activity opportunities. Sites are encouraged to publicize and promote participation in community events and programs that involve physical activity.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	A new Youth Program Coordinator was hired and is offering a variety of after school activities for elementary students. These includes various sports camps, a very popular track program in the spring, and various artistic activities to prompt mental health. Various afterschool activities are also promoted on our schools website, encouraging families to get involved and sign up for different programs offered in the city.	
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place	A new youth program coordinator was hired. He has implemented a variety of programs with our students for afterschool that are very popular - this includes weight lifting, spin class, as well as expanded sports programs.	
Wahlert Catholic	Fully in Place	We have a large participation rate of students in extracurricular programming year round. However, some students do not have interest in this programming. Getting everyone to participate is the barrier.	

## Other School Based Activities Goals

1. Elementary schools will discourage extended periods (i.e. periods of two or more hours) of inactivity. When activities, such as mandatory school-wide testing, make it necessary for students to remain indoors for long periods of time, schools will give students periodic breaks during which they are encouraged to stand and be moderately active.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	Brain breaks are included in all classrooms, K-5, Recess is 30 minutes a day grades 3-5, 45 minutes a day for K-2	
Our Lady of Guadalupe	Fully in Place	Brain breaks are included in all classrooms, K-5, Recess is 30 minutes a day grades 3-5, 45 minutes a day for K-2	
St. Columbkille	Fully in Place	Every grade has a lunch recess of 30 minutes. Brain & Movement breaks are offered in all classrooms, students that do better with extra physical activity are given more breaks as needed to ensure better learning	We are currently working with an Occupational Therapist to work various healthy movement practices into the school day - this includes things like strengthening our cores.
Mazzuchelli Catholic	N/A		
Wahlert Catholic	N/A		

2. Opportunities will be provided for physical activity to be incorporated into other subject lessons. Classroom teachers are encouraged to provide short physical activity breaks during lessons or classes, as appropriate.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place	Sensory/movement breaks are given throughout the day.	
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place	Shared brain break activities with teachers, switch classes every 45 minutes. Started a new program this year where students start their day with activities instead of sitting around in the cafeteria.	
Wahlert Catholic	Partially in Place	Some teachers will take a physical break as the weather gets warmer, taking them outside for a stretch break and short walk.	

3. Employees will not use physical activity (e.g., running laps, pushups) or routinely withhold opportunities for physical activity (e.g. recess, physical education) as punishment. Physical activity may be used as an accommodation for students demonstrating a specific need for activity.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place	We do not punish students with physical activity	

4. Information will be provided about physical education and other school-based physical activity opportunities before, during and after the school day.			
School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place		
5. Information will be distributed about physical education and activity via a website, newsletter, other take-home materials and special events or physical education homework. The Wellness Policy is updated annually and posted on the website.			
School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place		
6. Holy Family Catholic Schools values the health and wellbeing of every staff member and encourages activities and policies that support personal efforts by staff to maintain a healthy lifestyle.			
School	Rating	Current Implementation	Next Steps
Resurrection	Partially in Place	Opportunities and facilities are available for staff, but it is up to them to participate. Staff can access the district weight room, spin bikes, and track. There are often staff that form workout groups and encourage school wide participation. Last year the district tried out a program where healthy snacks were provided in the teachers lounge. There is also an Employee Assistance Program in place which provides staff with Mental Health Sessions, Life Coaching, Medical Advocacy and more.	Encourage staff wellness program.
Our Lady of Guadalupe	Partially in Place		Enhance staff wellness program.
St. Columbkille	Partially in Place		Encourage staff wellness program.
Mazzuchelli Catholic	Partially in Place		Encourage staff wellness program.
Wahlert Catholic	Partially in Place		Encourage staff wellness program.

## Standards and Nutrition Guidelines for All Foods and Beverages *Sold* to Students During the School Day

1. All foods made available on campus will follow food safety and security guidelines and comply with the state and local food safety and sanitation regulations. For the safety and security of the food and the facility access to food service operations should be limited to food service staff and authorized personnel.			
School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	All food offered in the child nutrition programs follow food safety and security guidelines. HACCP is fully in place. School foodservice inspected twice a school year by City Health Inspectors.	
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert food service	Fully in Place		
2. Holy Family Catholic Schools discourages students from sharing their foods or beverages with one another during meal or snack times due to concerns about allergies and other restrictions on certain children’s diets.			
School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	Lunch room monitors observe and do not allow food sharing at lunch	
Our Lady of Guadalupe	Fully in Place	Monitoring of food allergies and seating arrangements in the cafeteria. Lunch room monitors observe and do not allow food sharing at lunch	Continue practice.
St. Columbkille	Fully in Place	Lunch room monitors observe and do not allow food sharing at lunch	
Mazzuchelli Catholic	Not in Place		
Wahlert Catholic	Not in Place		
3. Qualified nutrition professionals will administer the meal programs. As part of Holy Family Catholic Schools responsibility to operate a food service program, Holy Family Catholic Schools will provide continuing professional development for all nutrition professional staff. Development programs implemented include appropriate certification and/or training programs for managers and cafeteria workers according to their levels of responsibility.			
School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	Supervisor is servsafe certified. Each food service staff member is required to meet the training standards of the Child Nutrition Program regulations	
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place		

4. Meals served through the National School Lunch and Breakfast program will be appealing and attractive to students. Serving will be conducted in clean and pleasant settings and meet nutrition requirements established by local, state and federal law. Meals will include a variety of fruits and vegetables and menu choices.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	Food Service supervisor attends monthly communications meeting. Food Service supervisor takes part in the menu planning. Food Service supervisor Serve Safe Certified to ensure cleanliness.	
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place		

5. Holy Family Catholic Schools will continue to make every effort to eliminate any social stigma attached to and prevent the overt identification of students who are eligible for free and reduced- price meals. Toward this end, Holy Family Catholic Schools will utilize electronic identification and payment systems and promote the availability of meals to all students.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	IA Eligibility Applications are processed and stored off location. Electronic cash register system does not identify free or reduced students.	
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place		

6. Each school will allow adequate time for students to receive and consume meals and provide a pleasant dining environment. Meal periods will be scheduled at appropriate times, e.g., lunch periods scheduled between 11 a.m. and 1 p.m. Scheduling tutoring, club or organizational meetings or activities during mealtimes will be discouraged unless students may eat during such activities. Attempts will be made to schedule lunch periods to follow recess periods at elementary schools. Students will be provided access to hand washing or hand sanitizing before they eat meals or snacks.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	K are given 30 minutes; 5th graders receive 20-25 minutes	
Our Lady of Guadalupe	Fully in Place	Our schedule follows these expectations. Students have 30 minutes to eat, clear their tables and dismiss. Time is approved for prayer and for second helpings.	
St. Columbkille	Fully in Place	25 minutes for each grade level	
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place	Our lunches are scheduled between 11:00 am-12:00 PM daily. Each grade has 25 minutes	



7. In middle and high schools, all food and beverages sold individually outside the reimbursable meal program will meet nutrition and portion size standards and be in compliance with the USDA's Smart Snacks in School.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	Only items offered as part of a meal are available for individual purchase.	
Our Lady of Guadalupe	Fully in Place	Only items offered as part of a meal are available for individual purchase.	
St. Columbkille food service	Fully in Place	Only items offered as part of a meal are available for individual purchase.	
Mazzuchelli Catholic	Fully in Place	Items offered as part of a meal are available for individual purchase. All other items are calculated on the USDA Smart Snack calculator and only those that are approved are allowed for sale in the food program	
Wahlert Catholic	Fully in Place	Items offered as part of a meal are available for individual purchase. All other items are calculated on the USDA Smart Snack calculator and only those that are approved are allowed for sale in the food program	

8. Holy Family Catholic Schools will follow The Smart Snacks in School standards published by the USDA. This is based on building healthy advancements by ensuring snack foods and beverages sold to the students in addition to those foods provided through the National School Lunch Program and the School Breakfast Program are also tasty and nutritious. Any food and beverage sold during the school day must meet the nutrition standards. As defined by the USDA, the school day midnight to until 30 minutes after the last bell.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
St. Columbkille food service	Fully in Place		
Mazzuchelli Catholic	Fully in Place	Only Smart Snacks are sold during the school day by the food program	
Wahlert Catholic	Fully in Place	Only Smart Snacks are sold during the school day by the food program. The school has implemented a new Coffee Shop – Food Service Director is working with staff and students to make sure all options sold are within smart snack standards	Continue to work towards all items sold being compliant with smart snack standards.

9. All food sold on school property during the school day targeted to Pk-12 grade students by or through other Pk-12 grade students, student groups, school organizations or campus school stores must meet food nutrition standards laid out in the wellness policy. The school day as defined by the USDA is after midnight the day before the first bell until 30 minutes after the last bell. The Iowa Department of Education did not provide a special exemption for infrequent fundraisers that do not meet the nutrition standards.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place	We do not sell food items.	
Our Lady of Guadalupe	Fully in Place	We do not sell food items.	
St. Columbkille	Fully in Place	We do not sell food items.	
Mazzuchelli Catholic	Fully in Place	Food items are not sold during the school day	
Wahlert Catholic	Fully in Place	Any food sold during the school day is smart snack compliant.	

10. To support children's health and school nutrition education efforts, any in-school fundraising activities should use foods that meet nutrition and portion-size standards for beverages and foods. Holy Family Catholic Schools encourages fundraising activities that promote physical activity.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Not in Place		

## Standards for All Foods and Beverages *Provided* (not sold) to Students During the School Day

1. Snacks served during the school day should make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and healthy beverages conforming to this policy. Schools will assess if and when to offer snacks based on timing of meals, children's nutritional needs, children's ages and other considerations. Food Services Director will provide a list of healthful snack items to teachers, after-school program personnel and parents.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	N/A		

2. Schools are encouraged to offer nonfood forms of rewards. If food or beverage rewards are used for academic performance or good behavior they should conform to this policy. Schools will not withhold beverages or food (including food served through meals) as a punishment.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	N/A		

3. Schools will evaluate their celebration practices that involve beverage and food during the school day. The food used in celebrations should make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and healthy beverages conforming to this policy. A list of healthy celebration ideas is available at all schools.

School	Rating	Current Implementation	Next Steps
Resurrection	Fully in Place		
Our Lady of Guadalupe	Fully in Place		
St. Columbkille	Fully in Place		
Mazzuchelli Catholic	Fully in Place		
Wahlert Catholic	Fully in Place		

# Local Wellness Policy: Triennial Assessment

## Background

A local school wellness policy is a written document that guides a local education agency's (LEA) or school district's efforts to establish a school environment that promotes students' health, well-being and ability to learn. The wellness policy requirement was strengthened by the Healthy, Hunger-Free Kids (HHKA) Act of 2010. An assessment of the school wellness policy must be conducted a minimum of once every three years; however, LEAs may assess the policy more frequently.

## Triennial Recordkeeping

This assessment resource is offered as a way to summarize the information gathered during the assessment. It contains the three required components:

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

LEAs can document the assessment in other formats as long as the three required components are included. Keep a copy of the most recent triennial assessment, school building progress reports and additional supporting documentation on file. These will be needed during a School Nutrition Program administrative review.

## Public Updates

HHKA requires that LEAs make the following available to the public on an annual basis:

- The wellness policy, including any updates
- Position title of the designated school official(s) who lead the local wellness committee
- Information on how the public can get involved with the local wellness committee
- The Triennial assessment also needs to be made available to the public every 3 years

## Resources

- [Iowa Sample Wellness Policy](#): Developed by Iowa Association of School Boards and Iowa Department of Education, can be utilized as a guide when updating policies.
- [Healthy Choices Count 5-2-1-0 Registered Sites](#): Iowa Healthiest State Initiative has a registration process for schools that includes a questionnaire of current policies and practices. The questionnaire can be used as a tool to review and update the policy

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1. mail:  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. fax:  
(833) 256-1665 or (202) 690-7442; or
3. email:  
[Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

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