



## Montessori Elementary at Highland Park

# Local School Wellness Policy Implementation Assessment

School Year 2026–2027 | Policy effective August 3, 2026 (revised October 2026)

**How to complete this form.** Open it in Adobe Acrobat Reader (free), Apple Preview, or a web browser. Click into any blue box to type; use the drop-down boxes for scores and ratings. Save the file, then email the completed form to **Zapouria Wadley**, [zapouriawadley@cglonline.com](mailto:zapouriawadley@cglonline.com), with [hr@mehp.org](mailto:hr@mehp.org) copied (CC).

### Assessment Overview

|                                     |                                                                                                    |
|-------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>School</b>                       | Montessori Elementary at Highland Park, 700 S. Hawthorne Street, Chattanooga, TN 37404             |
| <b>Policy assessed</b>              | Local School Wellness Policy, 2026–2027 (revised October 2026)                                     |
| <b>Accountable official</b>         | Dr. Ronnie Christian, Chief of Staff                                                               |
| <b>Wellness coordinator</b>         | Eura Pierre, <a href="mailto:eurapierre@cglonline.com">eurapierre@cglonline.com</a> , 423.498.5878 |
| <b>Completed by (name and role)</b> | Dr. Tova Davis, HR Consultant                                                                      |
| <b>Assessment period</b>            | August - October 2026                                                                              |
| <b>Date completed</b>               | 10/23/26                                                                                           |
| <b>Reviewed by (SHAC members)</b>   | Dr. Tova Davis, HR Consultant<br>Michelle Gray, Owner Laughing Sprouts, FSMC                       |

### Rating Scale

| Score                         | Meaning                                                              | Evidence standard                          |
|-------------------------------|----------------------------------------------------------------------|--------------------------------------------|
| <b>2</b> – Fully in place     | Implemented as written, schoolwide                                   | Dated records on file for the full period  |
| <b>1</b> – Partially in place | Implemented in some classrooms, some of the time, or without records | Some records; gaps in coverage or dates    |
| <b>0</b> – Not in place       | Not yet implemented                                                  | No records                                 |
| <b>N/A</b>                    | Does not apply this period                                           | Note why (e.g., no competitive food sales) |

Rate each requirement, note the evidence reviewed and where it is filed. Every item scored 0 or 1 should carry an action into the Part C action plan.

## Part A: Compliance with the Policy

Each row is a requirement from the policy, paired with the evidence named in Section 12.

### Section 2: Oversight and School Health Advisory Council

| Requirement                                                                                                                                                             | Evidence to review                 | Score                          | Notes and file location |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------|-------------------------|
| Accountable official and wellness coordinator named in writing                                                                                                          | Signed policy; written designation | <input type="text" value="2"/> |                         |
| SHAC convened at least twice this school year                                                                                                                           | Two dated agendas and minutes      | <input type="text" value="0"/> |                         |
| Required stakeholder groups invited (caregivers, students, nutrition staff, PE, health professionals, educators, support staff, administrators, governing body, public) | Invitations, distribution lists    | <input type="text" value="0"/> |                         |
| Invitations, agendas, attendance, minutes, and action items retained                                                                                                    | SHAC records folder                | <input type="text" value="0"/> |                         |

### Section 3: School Meals and Water Access

| Requirement                                                                  | Evidence to review                    | Score                            | Notes and file location |
|------------------------------------------------------------------------------|---------------------------------------|----------------------------------|-------------------------|
| NSLP (and SBP, if operated) meals meet USDA meal-pattern requirements        | Menus, production records             | 2 <input type="text" value="▼"/> |                         |
| Free potable water available where meals are served                          | Walkthrough observation               | 2 <input type="text" value="▼"/> |                         |
| Meals offered without discrimination or stigma                               | Meal-service procedures, observation  | 2 <input type="text" value="▼"/> |                         |
| Disability-related meal accommodations provided                              | Accommodation requests and responses  | 2 <input type="text" value="▼"/> |                         |
| Students have sufficient time to obtain and eat meals                        | Lunch schedule, seat-time observation | 2 <input type="text" value="▼"/> |                         |
| Menus, production records, meal counts, and nutrition documentation retained | Nutrition program files               | 2 <input type="text" value="▼"/> |                         |

### Section 4: Competitive Foods, Beverages, and Fundraising

| Requirement                                                                 | Evidence to review                              | Score                            | Notes and file location |
|-----------------------------------------------------------------------------|-------------------------------------------------|----------------------------------|-------------------------|
| All foods and beverages sold during the school day meet Smart Snacks        | Product list, Smart Snacks calculator printouts | <input type="text" value="N/A"/> |                         |
| Labels or compliance documentation reviewed before sale                     | Product check log                               | <input type="text" value="N/A"/> |                         |
| Exempt fundraisers documented (date, sponsor, authorization)                | Exemption log                                   | <input type="text" value="N/A"/> |                         |
| Current Tennessee exemption allowance verified; no carryover of exempt days | Coordinator verification note                   | <input type="text" value="N/A"/> |                         |

**Section 5: Foods Offered, Celebrations, and Rewards**

| Requirement                                                     | Evidence to review                  | Score | Notes and file location |
|-----------------------------------------------------------------|-------------------------------------|-------|-------------------------|
| Classroom celebrations prioritize nonfood activities            | Celebration plans, teacher survey   | 1     |                         |
| Families received guidance on classroom snacks and celebrations | Family letter or handbook page      | 1     |                         |
| Food not withheld as punishment                                 | Discipline guidance, staff handbook | 1     |                         |
| Nonfood rewards encouraged                                      | Classroom reward practices          | 1     |                         |

**Section 6: Nutrition Education and Promotion**

| Requirement                                                                                                       | Evidence to review         | Score | Notes and file location |
|-------------------------------------------------------------------------------------------------------------------|----------------------------|-------|-------------------------|
| Nutrition concepts integrated into Montessori lessons (food prep, gardening, food groups, labels, practical life) | Lesson/activity logs       | 1     |                         |
| Menus and wellness messages shared with families                                                                  | Newsletter or email copies | 1     |                         |

**Section 7: Physical Education, Movement, and Recess**

| Requirement                                                                                 | Evidence to review                     | Score | Notes and file location |
|---------------------------------------------------------------------------------------------|----------------------------------------|-------|-------------------------|
| Developmentally appropriate PE consistent with Tennessee standards                          | PE schedule, minutes per week          | 2     |                         |
| Daily recess, movement breaks, and active play                                              | Classroom schedules, observation notes | 2     |                         |
| Activities inclusive and adapted for students with disabilities                             | IEP/504 accommodations, PE plans       | 2     |                         |
| Physical activity not used as punishment; movement not withheld except for immediate safety | Discipline guidance, staff training    | 2     |                         |

**Section 8: Other School-Based Wellness Activities**

| Requirement                                                         | Evidence to review             | Score | Notes and file location |
|---------------------------------------------------------------------|--------------------------------|-------|-------------------------|
| Handwashing, food safety, and positive dining environments promoted | Signage, routines, observation | 2     |                         |
| Social-emotional wellness and health education provided             | SEL curriculum, schedules      | 2     |                         |
| Staff model health-promoting practices                              | Staff wellness activities      | 2     |                         |

**Section 9: Food and Beverage Marketing**

| Requirement                                                      | Evidence to review                                      | Score | Notes and file location |
|------------------------------------------------------------------|---------------------------------------------------------|-------|-------------------------|
| On-campus food marketing limited to Smart Snacks—compliant items | Walkthrough of posters, menu boards, equipment, vending | N/A   |                         |
| Requirement considered in new or renewed contracts               | Vendor contracts                                        | N/A   |                         |

**Section 10: Community Involvement and Public Notification**

| Requirement                                                                       | Evidence to review              | Score | Notes and file location |
|-----------------------------------------------------------------------------------|---------------------------------|-------|-------------------------|
| Stakeholders invited to develop, review, and update the policy                    | Invitations, sign-in sheets     | 0     |                         |
| Annual notice: policy availability, updates, wellness contact, how to participate | Dated website posting or email  | 0     |                         |
| Translation and alternate formats offered                                         | Translated notices, request log | 0     |                         |

**Section 11: Assessment, Updates, and Record Retention**

| Requirement                                              | Evidence to review            | Score | Notes and file location |
|----------------------------------------------------------|-------------------------------|-------|-------------------------|
| Triennial assessment completed and publicly released     | This assessment; posting date | 0     |                         |
| SHAC reviewed findings and recommended revisions         | SHAC minutes                  | 0     |                         |
| Current and prior policies and revision records retained | Policy archive                | 0     |                         |

**Part A total:** 34 of 58 possible points (exclude N/A rows) = 58.6 %

**Part B: School Nutrition Review Documentation Checklist**

Check each item once the document is on file and ready for a Tennessee school nutrition reviewer (policy Section 13).

| On file                             | Document                                                                                       | File location |
|-------------------------------------|------------------------------------------------------------------------------------------------|---------------|
| <input checked="" type="checkbox"/> | Signed and dated policy, plus prior versions if any                                            |               |
| <input checked="" type="checkbox"/> | Accountable official and wellness coordinator identified                                       |               |
| <input type="checkbox"/>            | SHAC invitations, membership, agendas, minutes, and feedback                                   |               |
| <input checked="" type="checkbox"/> | Annual public notice and evidence of public access                                             |               |
| <input checked="" type="checkbox"/> | Nutrition education and physical activity implementation records                               |               |
| <input type="checkbox"/>            | Smart Snacks compliance and exempt fundraiser records, if applicable                           |               |
| <input type="checkbox"/>            | Triennial assessment, model-policy comparison, progress measures, and public posting, when due |               |

## Part C: Summary, Action Plan, and Public Release

### Summary of Results

| Measure                               | Result |
|---------------------------------------|--------|
| Part A compliance score (%)           | 58.6   |
| Part B checklist items on file (of 7) | 4      |

#### Strengths

Local Wellness Policy is established and up to date.

#### Areas needing improvement

The School's Health Advisory Council needs an established meeting schedule.

### Action Plan

List every item scored 0 or 1 in Part A and every Part B checklist item not yet on file.

| Finding | Action | Owner | Due date | Status |
|---------|--------|-------|----------|--------|
|         |        |       |          |        |
|         |        |       |          |        |
|         |        |       |          |        |
|         |        |       |          |        |
|         |        |       |          |        |
|         |        |       |          |        |

### Public Release

The policy requires this assessment to be made public (Section 11). Record how and when it was shared.

| Method                          | Date posted or sent | Link or file location                                                                     |
|---------------------------------|---------------------|-------------------------------------------------------------------------------------------|
| School website                  | 10/23/2026          | <a href="https://www.mehp.org/school-nutrition">https://www.mehp.org/school-nutrition</a> |
| Family email or newsletter      |                     |                                                                                           |
| Posted notice                   |                     |                                                                                           |
| Translated or alternate formats |                     |                                                                                           |

### Sign-Off

| Role                 | Name                                 | Signature (type name or sign) | Date       |
|----------------------|--------------------------------------|-------------------------------|------------|
| Wellness Coordinator | Eura Pierre                          |                               |            |
| Accountable Official | Dr. Ronnie Christian, Chief of Staff |                               |            |
| SHAC representative  | Dr. Tova Davis                       |                               | 10/23/2026 |