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**TO:** SM 35-24

**FROM:** Leslie Sessom-Parks, Section Chief, Professional Development and Performance *LSP*  
Office of School and Community Nutrition Programs

**DATE:** July 29, 2024

**SUBJECT:** 2024 Wellness Policy Triennial Assessment – Data and Evaluation Report

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This memorandum provides guidance on the next and final phases of the 2024 Wellness Policy Triennial Assessment. On August 1, 2024, a link to the Data Report for your local education agency (LEA) will be sent by email to the program contact indicated in MARS and the LEA's wellness council contacts on file. The Data Report provides integrated results from the *LEA* and *School Surveys*. The report will assist in understanding the effectiveness of the written wellness policy, school adherence, and any changes to policy or practice that may be required. Please share the report with your schools. As a reminder, the Wellness Policy Triennial Assessment Data Report should be posted and searchable on your website.

In addition to the Data Report, each LEA will receive untreated output from their *School Surveys*. This output data is de-identified to preserve the fidelity of survey responses while enabling systems level insights to be generated. A link to this data will be included in the email with the link to the Data Report.

For the final phase of the Triennial Assessment, each LEA will complete an Evaluation Report. The purpose of this report is to provide an analysis of the data you receive. The link to the Evaluation Report (a Google Form) will be included in the email with the Data Report. The Evaluation Report should be completed and submitted **by October 1, 2024**. This will complete the 2024 assessment. Incomplete reports will be subject to corrective action.

A 2024 Triennial Assessment Data Report meeting will be held virtually on Thursday, August 8, 2024, at 2:00 pm - 3:00 pm. During this meeting, OSCNP will review the basics of the Data Report, answer questions, and provide technical assistance for understanding and interpreting its findings. Attendance at this meeting is optional.

Access Information for the meeting is as follows:

- Google Meet link: <https://meet.google.com/xry-prmy-gax>
- If using a phone for audio: 470-635-0225; PIN: 569 878 050#
- App users will be prompted for a meeting code: xry-prmy-gax

For inquiries regarding this meeting, contact Aderonke Adegbite at [aderonke.adegbite@maryland.gov](mailto:aderonke.adegbite@maryland.gov). For questions concerning your Data Report contact Leslie Sessom-Parks at [leslie.sessomparks@maryland.gov](mailto:leslie.sessomparks@maryland.gov).

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