

Appendix A
Lemont-Bromberek Combined School District 113A
Wellness Policy Tracker for 2009-2010
Resource: Action for Healthy Kids

Nutrition Education

	Score	Policy Requirements/ language	Description of activity	Result of activity	Plan for Improvement	Notes
Classroom teaching	1	Board Policy 6:50	Classroom teachers at various grade levels are piloting approved curriculum for 18-20 hours per year.	Integration of nutrition curriculum into classroom science program.	Next steps: Integrate nutrition curriculum where applicable Person responsible: Wellness committee pilot teachers	
Education, marketing and promotions outside classroom links with school	2	Board Policy 6:50	District Wellness Fair PTA Wellness Board Chartwells Monthly newsletter	Students were made aware of the healthy food choices they can make when selecting lunch items and snacks for themselves.	Next steps: Assure that all staff is aware of efforts in this area by sending informational e-mail. Person responsible: Wellness committee in conjunction with PTA	
Teacher training	2	Board Policy 6:50	Staff wellness institute School Wellness Workshop-topics included action for healthy kids, school based wellness activities Select teachers piloting nutrition curriculum	Staff became more aware of nutrition and healthy life choices in the areas of physical activity, stress reduction and food preparation.	Next steps: Continue with staff institute-next year, as it is an every 2 year activity. Continue to seek "no cost" professional conferences per budget restraints Person responsible: Wellness Committee	
Promotes whole grains, low/no fat dairy, and fruits and vegetables	2	Board Policy 6:50	PTA Wellness boards Board approved healthy snack/party list	Parents and teachers made changes in snack choices for classroom parties and celebrations offering healthier options for party participants.	Next steps: Continue review of snack list and solicit input from all stakeholders. Person responsible: Wellness Committee	
Classroom teaching	1	Board Policy 6:50	Classroom teachers at various grade levels are piloting approved curriculum for 18-20 hours per year.	Integration of nutrition curriculum into classroom science program.	Next steps: Integrate nutrition curriculum where applicable Person responsible: Wellness committee pilot teachers	
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Total count = 7

Number of categories for this area of the wellness policy= 4

SCORE: 7/4 = 1.75 "Mostly Implemented/ Strong Progress"

Physical Activity and Physical Education

	Score	Policy Requirements/ language	Description of activity	Result of activity	Plan for Improvement	Notes
Physical education (high school graduation requirements)	N/A				Next steps: Person responsible:	
Physical education (classroom format and instruction)	2	Unless otherwise exempted, all students will be required to engage daily during the school day in a physical education course.	Students in kindergarten through grade 8 shall participate in daily physical education. Elementary students participate for 150 minutes per week; middle school students participate for 210 minutes per week. Accommodations shall be made for students with disabilities, 504 plans, and other limitations.	Every student is participating in daily PE for the required amount of time and with appropriate accommodations when necessary.	Next steps: Already implemented Person responsible: Administration and PE teachers	
Physical education (teacher-to-student ratio)	2	The teacher to student ratio should be similar for PE as it is for regular academic classes.	The principals in each building are currently scheduling PE class sizes according to regular classroom size.	Students' individual needs and safety concerns are better addressed when student-teacher ratio is lower. Active participation is increased with a lower ratio.	Next steps: Continue scheduling PE classes with similar teacher to student ratio as regular academic classes. Person responsible: District and building administration	According to the National Association of Sports and Physical Education, "No more than 25 students per credentialed teacher, or the same size as other subject areas" is recommended.
Physical education (standards/requirements-based; curriculum requirements)	2	Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health related fitness, and increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle.	Program fully implemented for grades K-8.	Students will start to acquire healthy habits and attitudes for a healthy lifestyle.	Next steps: PE teachers will continue to change and/or improve lessons that foster the aforementioned skills and increase individual activity levels. Person responsible: PE teachers and administration	
Physical education (staff training/certification)	2	Teachers must meet Illinois certification requirements for teaching physical education.	Certified PE teachers teach all physical education classes.	Continue to hire only teachers who meet Illinois requirements for PE teacher certification.	Next steps: Continue to hire only teachers who meet Illinois requirements for PE teacher certification. Person responsible: District and building administrators.	
Physical activity outside of physical education	1	Schools will support and promote an active lifestyle for students.	Recess daily, weather permitting, grades 1-5, intramurals once weekly for grades 5-6 (voluntary), After School Athletes once per week, grade 2.	Students will become more active.	Next steps: Create/finalize lists of structured activities for grades 1-5. Incorporate one day of physical activity during advisory time for grades 6-8. Person responsible: Wellness Committee	
Recess to promote physical activity	1	Schools shall provide a daily supervised lunch recess to elementary students (K-5).	Approximately 10 minutes recess after lunch daily (weather permitting)for grades 1-5. None for grades 6-8.	Students will be encouraged to participate in physical activities in the middle of the day.	Next steps: Develop list of structured movement type activities to use during inclement weather. Person responsible: Wellness Committee	
PE/PA are not used as a reward or punishment	1	Teachers are encouraged to take activity breaks if students are sitting for a time period of over 45 minutes.	Individual teacher discretion.	Students will start to concentrate and perform better with more frequent movement.	Next steps: Encourage teachers to plan movement during and in between instructional time. Create and provide staff with resources for movement ideas. Person responsible: Wellness Committee - to generate and provide	

					resources. Administration - to provide time to educate staff Suggest that movement be included as a strategy for the building School Improvement Plan. Teachers - implement activities	
Walking or biking to school to promote physical activity	1	District adopted transportation guidelines limit biking and walking across state designated hazardous roads.	Reviewing and changing drop off patterns, traffic patrol, street crossing supervision as necessary due to road development, construction etc.	The district's transportation guidelines were developed with parental and staff input. The district collaborated in the committee's application for a pedway across 127th street.	Next steps: The district with continue to collaborate with safe transportation to school. Person responsible: District, director of transportation, and district administration	

Total count = 12

Number of categories for this area of the wellness policy= 9

SCORE: 12/9 = 1.33 "Mostly Implemented/ Strong Progress"

Nutrition Standards for all Foods

	Score	Policy Requirements/ language	Description of activity	Result of activity	Plan for Improvement	Notes
Nutritional value of foods and beverages	2	<p>1. The food service vendor that is chosen will be expected to offer a variety of age-appropriate, appealing foods and beverage choices and employ food preparation, purchasing and meal planning practices consistent with the current Dietary Guidelines for Americans.</p> <p>2. In Year 2, an evaluation tool will be created to ensure that all foods and beverages sold individually (apart from the reimbursable school meal) on school campuses during the school day meet the nutrition standards. In year 3, this will be monitored.</p> <p>3. The food service vendor that is chosen will be expected to offer nutritious and appealing foods and beverages wherever and whenever food is sold or offered at school.</p>	<p>1. A school food service vendor was chosen. In year 1, the Illinois State Board of Education conducted a CRE audit. The auditor found no infractions pertaining to foods or beverages offered for sale.</p> <p>2. The food service vendor offers a variety of fresh fruits and vegetables, displayed in an appealing manner in salad bars. Cooked vegetables are steamed to maintain nutrient content of the food. Beverages offered for sale meet the recommendations of the American Heart Association and the William J. Clinton Foundation for beverages served to school children.</p>	The food service provider is compliant with items 1 and 3.	<p>Next steps: Monitoring of the foods and beverages</p> <p>Person responsible: School employees</p>	
Portion size	2	Reference and follow USDA requirements.	Menus are written to meet USDA requirements.	Meeting USDA requirements.	<p>Next steps: Continue to maintain compliance with USDA guidelines.</p> <p>Person responsible: FSDA</p>	
A la carte, vending, student stores, or concession stands	0	N/A			<p>Next steps: To be addressed during next school year.</p> <p>Person responsible: Wellness Committee</p>	
After-school programs, field trips, or school events	0	N/A			<p>Next steps: To be addressed during next school year.</p> <p>Person responsible: Wellness Committee</p>	
Parties, celebrations, or meetings	2	Board Policy 6:50	In May and June of 2009, the Wellness Committee recommended and the Board of Education confirmed approved food lists for classroom birthday treats and celebrations. The lists were distributed to parents and posted on the district's website. Additionally, the procedures include protocols for teachers to inform parents of students with allergies about food that will be used for a curricular activity.	The schools implemented the food lists for the Halloween and winter parties during the 2009-2010 school year. Teachers, nurses, principals and the PTA continue to remind parents about the approved food lists for birthday treats and other parties that are planned for winter and spring of 2010.	<p>Next steps: Parent, staff and community feedback about the approved food lists will be sought via a web-based survey in the spring of 2010. The results will be reviewed and analyzed by the Wellness Committee for possible updates to the approved lists for 2010-2011.</p> <p>Person responsible: Wellness Committee</p>	
Food rewards	1	Board Policy 6:50	With the implementation of the approved food lists for birthdays and classroom celebrations, teachers have limited the food used for incentives to the foods on the approved lists. Exception: Teachers may request to use food that does not appear on the approved lists for a curriculum-related activity. In such cases, the teacher must inform the parents of students with food allergies of the planned food activity. Additionally, ideas for non-food incentives have been distributed to teachers and posted on the district's website.	Teachers have transitioned to using foods on the approved lists for classroom incentives. While ideas for non-food incentives have been presented to all school staff, a complete transition to non-food incentives is not yet realized.	<p>Next steps: The Wellness Committee members and school leaders will continue to work with staff to identify non-food incentives for the classroom.</p> <p>Person responsible: Wellness Committee</p>	

Food-related fundraising	1	Board Policy 6:50	During the 2009-2010 school year, Dr. Gricus, the Chairperson of the Wellness Committee, met with leaders of the PTA, Band Boosters and school clubs to outline the goals for fundraising and extracurricular activities. Dr. Gricus informed the group that a committee would be initiated in spring of 2010 to discuss parameters for food in fundraising, extracurricular and after school activities.	Since the plans and contracts related to fundraising for 2009-2010 had already been established, few modifications were possible for the current school year. However, the group agreed to include healthy food options wherever possible during after school activities.	Next steps: The Wellness Committee will initiate the subcommittee during the spring of 2010. New procedures related to fundraising and food at after school activities will be implemented for the 2010-2011 school year. Person responsible: Wellness Committee	
Food or beverage contracts	2	Board Policy 6:50, 105 ILCS 125 and the Child Nutrition and WIC Reauthorization Act of 2004	All district vending machines that are available to students adhere to the requirements for beverages served during the school day.	No vending machines with food are available to students. All vending contracts for beverages that are available to students adhere to the requirements in the mandates.	Next steps: The Business Office will continue to review contracts as they come up for renewal. Person responsible: Business Manager	The food service company (Chartwells) has a contract with its preferred vendor that is separate from the school district.

Total count = 10

Number of categories for this area of the wellness policy= 8

SCORE: 10/8 = 1.25 "Mostly Implemented/ Strong Progress"

School Meals Program

	Score	Policy Requirements/ language	Description of activity	Result of activity	Plan for Improvement	Notes
Developing goals that exceed minimum nutrition standards set by USDA	2	School meals served shall be consistent with the recommendations of the Dietary Guidelines for Americans and/or shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and all applicable state and local law regulations.	The lunch program has been reviewed by the Illinois State Board of Education representatives. In each review, the CRE and the SMI, the program was found to be in compliance with all federal laws regarding the lunch program. Changes to the lunch program; 1. Whole wheat and whole grain bread products. 2. Fresh fruits and vegetables are available to the students in the form of a salad bar. 3. No product is fried. 4. Chicken nuggets have a whole grain breading. 5. Offer versus serve has been implemented, allowing students to make choices regarding their food preferences. 6. Milk is offered in a variety of milk fat choices, but nothing higher than 1%. 7. All beverages meet the recommendations of the American Heart Association and the William J. Clinton Foundation for beverage sizes for school children.	Students have accepted the changes well.	Next steps: Continue to monitor and maintain Person responsible: Theresa Wise, Chartwells	The school food service vendor is working with Central School to be awarded a medal in the Healthier Us Challenge.
Access to school nutrition programs	2	No written policy; however, there are practices in place to address this issue. In addition, the district meets the requirements of the Dietary Guidelines for Americans. Please see notes section.		No child is denied access	Next steps: Continue to participate and maintain access Person responsible: FSD/Admin	Current district-wide practice is to issue all students an ID card which allows them to purchase lunch without overtly identifying their eligibility.
Time and scheduling for meals	2	School meals shall be served in a clean, safe and pleasant settings with adequate time provided for students to eat, at a minimum, in accordance with state and federal standards and guidelines. The National Association of State Boards of Education recommends that students have adequate time to eat, relax and socialize: at least 20 minutes after sitting down for lunch. Students at the elementary levels will be provided with adequate time to eat; provisions will be made for students who need more time than the majority of students in a lunch period.	A Wellness Committee had been developed and reviews policies and procedures.	Students have 20 minutes in which to eat lunch. Each school has devised their own system for serving lunch in a manner that allows students the optimum amount of time to eat.	Next steps: The process will be monitored for compliance with the Wellness program. Person responsible: Building administrators	
Surroundings for eating	2	School meals shall be served in a clean, safe and pleasant settings with adequate time provided for students to eat	Students have either cafeteriums or multi-purpose rooms for eating lunch. The rooms are safe and secure within the school building. The rooms are cleaned daily.	Students eat at school in rooms designed for meal consumption.	Next steps: Maintain cleanliness of the lunch rooms. Person responsible: Facility manager, food service company representative and building administrator	
Qualifications of foodservice staff	2	No formal written policy. However, there are job descriptions. The district's current FS vendor has responsibility for this area. Please see notes section.	Food service employees sent for food handlers sanitation classes. Monthly employee training sessions are held.	All staff have sanitation and safety training.	Next steps: Continue vendor employee development. Person responsible: FSD	Foodservice vendor has minimum requirements for all FS positions. All FS employees have a personal development plan (PDP) which requires them to annually increase their knowledge and abilities. Currently, all but 3 FS employees have a state food handler's license.

Total count = 10

Number of categories for this area of the wellness policy= 5

SCORE: 10/5 = 2 "Fully Implemented/ Excellent Progress"

Other School Based Activities

	Score	Policy Requirements/ language	Description of activity	Result of activity	Plan for Improvement	Notes
Marketing of food and/or beverages	2	Students will be offered and schools will promote nutritious food and beverage choices consistent with the current Dietary Guidelines for Americans and Food Guidance System published jointly by the U.S. Department of Health and Human Services and the Department of Agriculture. In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall establish such administrative procedures to control food sales that compete with the District's non-profit food service in compliance with the Child Nutrition Act. Food service rules shall restrict the sale of foods of minimal nutritional value as defined by the U.S. Department of Agriculture in the food service areas during meal periods.	The food service vendor that has been chosen is expected to offer nutritious and appealing foods and beverages wherever and whenever food is sold or offered at school.	Students must choose from healthy beverage options as identified by the current Dietary Guidelines for Americans. No unhealthy beverages are available for purchase.	Next steps: Continue to insure that vending choices are in alignment with the current Dietary Guidelines for Americans and Food Guidance System Person responsible: Food service vendor and business office	
Sustainable food practices	2	School district has none, however, food service vendor embraces and supports sustainable food practices.	Locally grown foods, vendors that meet minimum standards.	Vendor will maintain and improve program	Next steps: Person responsible: FSD Vendor	
Access to facilities for physical activity after school hours	1	Students shall be provided opportunities for physical activity through a range of before and after school programs including intramurals and interscholastic athletics (Middle School).	All District Schools are currently available for community groups' use of gyms and the physical fitness facility. However use by individual students and families has not been established due to liability and staffing considerations.	*Community Groups request the use of gyms and outdoor facilities through the Lemont Park District. *Some gyms are used almost every evening of the week and some weekend days, when staff are available.	Next steps: Could investigate pay as you go option for parents and students to use the fitness center at Old Quarry during non-school house. Staffing and insurance costs would need to be considered in establishing a cost for such a program. Possible profit may result. Investigate the possibility of regularly scheduled open gym nights. Person responsible: Wellness Committee	
After-school programs	1	School-based organizations shall be encouraged to raise funds through the sale of items other than food.	The School District, Parent Organizations and extracurricular School Groups are collaborating to establish procedures for fundraising and after school activities. The focus will be to reduce the amount of food sold for fundraising and/or increase healthy options.	Central and River Valley schools held a Fun Run Fundraising Programs through PTA. Wellness Fair has involved the entire District as well as the community in education, demonstration, and health based activities.	Next steps: Form the committee for Food in Fundraising and After School Activities to set guidelines and options. Person responsible: Food and Fundraising Committee.	
Coordinated School Health approach	2	*Schools will foster the positive relationship between good nutrition, physical activity, and the capacity of the students to develop and learn. *There is no specific Policy Language in reference to staff.	*Daily PE classes. *Working on Nutrition Education *Staff in-service for Wellness. *New wellness policy with healthy choice guidelines *Nutrition Guidelines are implemented within the school lunch programs. *Health education through DARE and middle school health curriculum.	Children are making healthy food and beverage choices and staff is supporting that.	Next steps: Teachers will pilot nutrition materials. Person responsible: Wellness Committee	
School health councils	2	The wellness team has been created to provide guidance for school and district policies, procedures and activities related to: improving the school nutrition environment; promoting student health; and reducing childhood obesity.	The Wellness Team has been in place for three school years and has developed and addressed goals for nutrition education, physical activity, parent partnerships, consistent school activities and environment for physical/healthy eating, food or physical activity as a reward or punishment.	Daily Physical Education classes, daily supervised recess at K-5, before and after school physical program opportunities, nutrition education pilot, healthy food options for school lunch program, fundraisers and family events.	Next steps: Incorporate physical activity into Advisory period one day a week at the middle school, actively engage families as partners in providing physical activity beyond the school day, and promote healthy fundraising options and family event activities.	

					Person responsible: The Wellness Team	
Community/family involvement	2	3A. Parent Partnerships 3P.	Chartwells continues to send newsletters. PTA creates a monthly wellness updates and Wellness Fair. PTA representation on Wellness Committee. Not sure about BMI.	Parents appear to appreciate the information.	Next steps: Continue home communication with Chartwells and PTA. Check with Old Quarry about BMI information. Person responsible:	
Staff wellness	2	3.O. The District will encourage all staff to model wellness, nutrition, and physical activity behaviors.	Wellness In-service takes place every other year. Exercise classes are made available to staff through park district. Nutritional eating is encouraged in teacher lunch room.	Teachers appear to be receptive to better eating habits.	Next steps: Continue to work with the park district to set up classes and encourage employee participation. Work on opening, instructing, and encouraging participation at the Old Quarry Fitness Center. Person responsible: Wellness Committee	
Education Links with schools	1	3.H.,K.,M.,N.	Training of teachers at each school and grade level in Brain Gym, which can be used in cross curricular activities.	At district wellness institute held on 2/09, over 80 staff members were trained on basic brain gym activities	Next steps: Expand the number of staff members trained in basic brain gym activities Person responsible: Building principals	
Counseling, psychological, and social health services	2	Student wellness shall be promoted in the District's educational program, school activities, and meal programs based on Illinois Social/Emotional learning standards.	-The district has adopted a violence prevention curriculum based on Illinois Social/Emotional learning standards -Second step violence prevention program is in place at all grade levels K-8 -Bully prevention lessons/activities are in the first year of implementation K-8 -Emergency Response procedures for students and staff are taught and practiced on a scheduled basis		Next steps: -Enhance and expand bully prevention efforts in each school -Survey students and staff regarding perception of bullying prevalence in our schools -Continue to train new staff in implementation of class meetings as part of districts mentor program Person responsible: Mary Gricus and building Title IV representatives	
Health services	2	Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school activities, and meal programs.	Nutrition education pilot program K-8, approved snack lists and party snack suggestions, wellness boards by PTA, daily Physical Education classes, daily recess for students K-5, school lunch program that serves meals consistent with current Dietary Guidelines for Americans.	Students are bringing healthier lunches and snacks to school, students are participating in daily physical activity.	Next steps: Fully implement nutrition education program, institute weekly physical activity during Advisory classes at the middle school, promote healthy family activities and fundraising Person responsible: Wellness Team	Health services

Total count = 19

Number of categories for this area of the wellness policy= 11

SCORE: 19/11 = 1.73 "Mostly Implemented/ Strong Progress"

Implementation and Evaluation

	Score	Policy Requirements/ language	Description of activity	Result of activity	Plan for Improvement	Notes
Funding support	1	Board Policy 6:50	The district's Wellness Committee has evaluated progress to date and designed an updated 3-year plan. Activities have been outlined for each year of the plan. However, due to the necessity for our district to implement a deficit reduction plan, funds for wellness activities will be limited until other revenue sources are identified. In the meantime, the wellness committee will endeavor to accomplish identified goals through volunteer efforts, donations and use of current resources.	1) District added two teachers to meet the Illinois School Code mandate for conducting daily Physical Education for all students within the district's budget; 2) Wellness Committee solicited donations of time and materials for the staff wellness institute in 2008-2009; and 3)the District 113A PTA donated time and financial resources to the 2006-2009 District Wellness Plan.	Next steps: Donations of time and materials will be critical to the implementation of the 2009-2012 Wellness Plan. The PTA and Wellness Committee will continue to support wellness activities through fundraising and volunteer efforts. Person responsible: Wellness Committee	
Implementation	2	Board Policy 6:50	The district's Wellness Committee, comprised of representatives from all stakeholder groups, designed the District 113A Wellness Plan in 2006. A timeline for the implementation of plan activities was presented to and approved by the Board of Education. The Wellness Committee held the primary responsibility for ensuring that plan goals and activities were addressed in each school.	1) A new food service vendor was selected; 2) additional teachers were hired so that daily physical education could be conducted for all students, K-8; 3) a wellness institute was conducted for all staff; 4) approved food lists were implemented to increase safety and healthy choices for daily snacks and classroom/school celebrations; and 5) promotion of health and wellness initiatives was stressed in each school.	Next steps: Share 2009-2012 with all school staff, the Board of Education, students, parents and the community. Person responsible: Wellness Committee	
Monitoring and evaluation	2	Board Policy 6:50	The District initiated a Wellness Committee in 2006. Committee members include: teachers, parents, nurses, administrators, food service and Board of Education representatives. The Committee recommended a policy and wellness plan to the Board of Education. Committee members guided the implementation of the plan through 2009. During the 2009-2010 school year, the committee evaluated the district's progress to date and updated the goals and activities for the next 3-year plan cycle.	1) Wellness Committee actively develops and supports the district's wellness initiatives; and 2) committee includes representatives from most stakeholder groups	Next steps: The Wellness Committee is a creative, active and committed group of people who continue to be invested in the Wellness Plan initiatives for our district. The Committee will strive to include students in committee activities in the next plan cycle. Person responsible: Wellness Committee	
Revision	1	Board Policy 6:50	The Wellness Committee evaluated the success of and updated the three year Wellness Plan implemented in 2006 throughout the 2009-2010 school year and will continue to assess the current school environment, measure the implementation of the wellness policy and recommend revision of the policy as necessary.	Wellness Committee continues to develop, update and support the district's wellness initiatives.	Next steps: Wellness Committee will make an effort to involve students in the evaluation of the 2009-2012 District Wellness Plan. Person responsible: Wellness Committee	

Total count = 6

Number of categories for this area of the wellness policy= 4

SCORE: 6/4 = 1.5 "Mostly Implemented/ Strong Progress"