

Action Plan Template School Wellness Policies

Background

The Healthy Hunger Free Kids Act of 2010 requires Local Educational Agencies to update or modify their wellness policy, as appropriate. When your wellness committee meets on a regular basis throughout the school year, consider using an action plan to ensure progress is being made on your wellness policy and procedures.

Developing an action plan will help your school or district prioritize a few action steps each year. You may use the chart on the following page as a template to organize your plans. Add additional rows if necessary. Be sure to consider all areas such as nutrition guidelines for school meals and snacks, physical fitness activities, and related school activities. After writing the action plan, evaluate what additional resources, if any, will be needed for each action step.

Tip: When developing your wellness plan, ensure your activities are well grounded in your goals by developing SMART objectives:

- **Specific:** Identify the exact area to improve.
- **Measurable:** Quantify the progress.
- **Attainable:** Determine what is achievable.
- **Realistic:** Consider your resources and determine what can reasonably be accomplished.
- **Time bound:** Identify deadlines for goals and related tactics.

The Centers for Disease Control and Prevention (CDC) has [tips for developing SMART objectives](#).



School Wellness Policy Action Plan

School Name: **Brooklyn Center STEAM Middle and High School** _____ Date: **June 17, 2021** _____

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start dates	Measurement How is progress measured?	Lead Person	Equitable and Just Practices How will the goal reflect the diverse needs of stakeholders?	Stakeholders Who will be involved and/or impacted?	Completed?
1. Build out of the Purple Rooms, with student leaders 2. Increase exposure of culturally diverse menus items served in the kitchen; normalize global foods 3. Authentic relationship building vs. food distribution (events, classroom, groups, etc.)	1. YPAR student leaders to design and implement the space <ul style="list-style-type: none"> a. Use grant funding streams for equipment and furniture purchases b. Project implementation team meet with school administration team to design space guidelines 2. School admin team and students will work with the Farm to School and Wellness Coordinators and the kitchen staff to implement taste tests and develop menus 3. Continue communications to support Wellness Policy and practices through staff meetings, newsletters, website resources and personal conversations. The Wellness Coordinator will also continue to collaborate with event planners	1. August, 2021 - November, 2021 2. August, 2021 - ongoing throughout the year 3. August, 2021 - ongoing throughout the year	1. Student and staff surveys in the fall, 2021 and spring, 2022 2. Quarterly taste tests during the year; increase of culturally diverse menu items on the monthly menu 3. Decrease in use of food for incentives or celebrations; intentional use of food at events	1. Grant implementation team; YPAR group 2. Food Services Manager, Farm to School Coordinator 3. Wellness Coordinator	1. Intentional space available for student mental health, stress management and social skills needs 2. Foods served in the school reflects the student's cultures; normalization of global foods decreases bullying in the cafeteria 3. Intentional and authentic use of foods to support the cultures of families	1. Students, staff 2. students, staff, administration, families 3. staff, families	

