

## 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: **July 11, 2022** \_\_\_\_\_

<b>Goal</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Equitable and Just Practices</b> How will the goal reflect the diverse needs of stakeholders?	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Completed?</b>
1. Measure the impacts of consistent wellness practices for students and all stakeholders (including but not limited to: Purple Room use; access to fresh food choices; elimination of processed food incentives; recess and physical activities during the day; classroom mindfulness practices, etc.)	1. Develop survey and focus group questions to add to the quarterly data collection processes  2. Adapt programs and practices based on data collection on student academic impact and stakeholder's wellness needs and interests feedback, either quarterly or annually	1. July, 2022  2. Quarter 1 - quarter 4	1. Student and staff surveys each quarter  2. Stakeholder focus groups each quarter	1. Wellbeing Specialist  2. Principal, admin team, staff	1. BCCS is committed to creating environments and opportunities for every student to utilize movement as needed; have access to fresh, whole foods; practice restoration breaks during the day to optimize mind and body function; and access to the time and space to safely experience and express emotions and/or practice mindfulness, for optimal academic growth and mental, emotional, physical wellbeing.	1. Students, staff, families  2. students, staff, administration, families	