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 Elementary STEAM School  
**Date:** June 22, 2023

<table>
<thead>
<tr>
<th>Goal</th>
<th>Action Steps</th>
<th>Timeline</th>
<th>Measurement</th>
<th>Lead Person</th>
<th>Equitable and Just Practices</th>
<th>Stakeholders</th>
<th>Completed?</th>
</tr>
</thead>
<tbody>
<tr>
<td>What do we want to accomplish?</td>
<td>What activities need to happen?</td>
<td>When start dates</td>
<td>How is progress measured?</td>
<td></td>
<td>How will the goal reflect the diverse needs of stakeholders?</td>
<td>Who will be involved and/or impacted?</td>
<td></td>
</tr>
</tbody>
</table>
| 1. Recess: inform staff of MN state mandates and district policy and provide resources for indoor recess, classroom movement | 1. Staff may not withhold recess or any physical activity time as a consequence.  
2. Wellness, C&I and Restorative Practices teams will initiate more intentional collaboration to align wellness campaigns and content with state curriculum standards and to implement the wellness content in classroom lessons. | 1. Aug., 2023 - resources, training and reminders provided throughout the school year.  
2. Aug., 2023 - ongoing. | 1. Number of classrooms utilizing mindful movement and movement breaks during the day (self-reported); number of students participating in recess movement (attendance)  
2. Number of classrooms that implement Wellness campaigns with curriculum (self-reported) | 1. Administration team and staff, with Wellbeing Specialist support  
2. School staff and administration, with C&I Coordinator, Restorative Practices staff and Wellbeing Specialist support | BCCS is committed to creating environments, content, and opportunities for every student to utilize movement, rest breaks and curriculum lessons as needed for optimal cognitive, mental, emotional, physical wellbeing. | 1. Students, families and staff  
2. Students, staff |