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 26, 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>
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</table>
| What do we want to accomplish? | 1. Active Transportation safety lessons  
2a. Staff serenity space set up;  
2b. Staff lounge vending machine (1) stocked with more nutritious items and to profit school staff wellness needs | 1. Due to the new state legislation, middle school advisories will incorporate walking and biking safety lessons, along with the annual bus safety lessons, within the first three weeks of the school year.  
2a. Meet with district and school staff to identify the room for the staff serenity; identify the group to install the furniture and equipment.  
2b. Identify the vendor(s) for one staff lounge vending machine and collaborate to order the products that will be available for sale. Profits will be used for school staff wellness needs, as indicated by staff on the needs and interests assessments. | 1. Aug - Sep, 2023  
2a. Jul - Aug, 2023  
2b. Aug, 2023 - ongoing | 1. Lessons are completed in m.s. advisories, as confirmed by the C&I Coordinator  
2a. Staff serenity space is set up and ready for use by the start of the school year.  
2b. 1 vending machine in the staff lounge, stocked with more nutritious items through the school year. | 1. C&I Coordinator  
2a. Principal/admin team, operations, Wellbeing Specialist  
2b. Principal, operations, Wellbeing Specialist | 1. BCCS is committed to creating environments and opportunities for students and staff 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. Staff, administration |