



Brooklyn Center Community Schools Wellness Committee Meeting Minutes 5.16.24

Please see page two for notes about program and content updates.

In attendance: Madeline Anderson-Sarno (staff), Jackie Billhymer (partner), Mykella Auld (community member/ strategic plan facilitator), Shel Auld (staff), Kaitlin Stein (staff), Ellen Morehouse (staff), Tammy Albers (administrator), Deirdra Yarbo (administrator)

- [Land acknowledgement](#) practice; collective mindful moment
- Grant Projects
 - Action For Healthy Kids Healthy Meals Incentives - Shel
 - i. Projects implementation: capital equipment purchases are in process; tilt skillet for one kitchen and combi oven for the other kitchen; all within the original budget
 - ii. Chef Lachelle training the first Friday of May for all Food Services staff. Due to a staff appreciation meal being scheduled for the same day, we only had about six staff available to participate in the training. Chef did a fantastic job, as always. They focused on a breakfast menu, including making homemade turkey chorizo sausage. The staff were engaged and positive.
 - iii. The May menus, both breakfast and lunch, continue to change, especially increasing the “savory” and higher protein breakfast options and decreasing the “sweet” options.
 - SHIP - Jackie, Shel
 - i. SRTS coordinator project: Lala and Shel updated the SRTS stakeholder survey, and Shel created a promo flier, focusing specifically on BCE families that Lala will take to BCE families at two or three engagement events in May to procure survey responses and create a starter list of families interested in SRTS programs, Walking School Bus participation specifically. Once the MnDOT grant kicks in at the start of July Lala will collaborate with the new full-time coordinator that will be hired through the start of the school year.
 - ii. BCS Bike Club: Instructor has been identified and Renee is completing the PAF assignment. Operations has allocated the space in the bus garage and it is ready for the instructor to begin setting up and organizing the equipment and tools. Shel is meeting with the team next week to discuss curriculum and lesson plans. The next month will be used to complete all of the prep/pre-work steps, spending down the SHIP stipend portion, and then the program will begin with summer programming.
 - iii. Active Seating: middle school math classrooms: all three classrooms have implemented the equipment and students are accessing it in class. Post surveys will be administered in the next two weeks to get student feedback on the initiative.
 - iv. Additional SHIPMates and School Health funded projects: agreements are in process and expected to be ready for finalization by August 1, 2024.
 - Others - Shel
 - i. Medica: waiting on final spend-down amount for the 2023 budget so Shel can begin the purchasing for updating the serenity/staff spaces, due to identified needs and gaps from the initial implementation. 2024 budget is also being updated in order to fully plan for fall events and program options.
 - ii. MnDOT SRTS Coordinator grant: An additional paperwork request was received last week and Shel is working with Accounting to get the necessary information submitted by the end of May.

Agreements are in process and expected to be completed by the end of June. The first action items will be to hire the full-time, three-year Safe Routes To School Coordinator.

- iii. TPL grant / outdoor spaces update: Multiple partners and community organizations submitted letters of support for two grants Trust for Public Land and BCCS are submitting. The Garden Club (staff and community members) has been working on the spring garden needs at both BCS and BCE. Chloe continues to lead the work and a staff member at BCE has been identified to take on some of the action items there.

- District Collaboration and Programming

- Health Services/ Health Resource Center - Madeline

- i. City BC Health Fair, Aug 10, at BCS campus/Blue Barn

1. Accepting vendors, especially organizations that can offer services/activities as well as information and swag
2. Other activities will be included: a potential community 5k run, possible break-out sessions, etc.

- Annual policy and program evaluation update - Shel

- i. Surveys are open, through Qualtrics, one for staff and one for families and community, for feedback on the wellness programs and policy implementation for 23-24, as well as environmental concerns. So far there are about 45 staff responses and only a few family/community responses. We will continue to promote them for two weeks and then Shel will take the data, along with participation records, to create the final report and presentation deck. Presentations to the Leads team and then to the School Board are both scheduled for June 10.

- District-level Wellness Tasks - Shel

- i. Wellness [Policy](#) revision update; process document in development: Subcommittee feedback to date is in agreement with the proposed revised policy sent out on May 13. The plan is to submit it to the policy committee for review on May 23 and then attend their meeting on June 24 to present and/or answer questions. It will then go to the school board for first and second reads at the July and August meetings, with expected approval and adoption in August, allowing for full roll out and implementation at the start of the school year.
- ii. There are multiple links needing to be filled throughout the policy for references, processes, and/or implementation information. Request is out to the subcommittee members to fill in those that they have easier access to and/or are most applicable to their work. Shel will continue to add those so all are filled by June 24.
- iii. The process document, which will be linked in multiple sections in the policy, is in development, with the plan to be completed by August 1.

- Highlight - Kella

- BCCS Wellness Strategic Plan Final Report Presentation

- i. See the final report deck presentation PDFs, linked separately in the email and/or on the website (after June 15, 2024).
- ii. Comments: Focusing on staff wellness ripples to student wellness; also, student wellness needs being met positively impacts staff wellbeing. HRC: staff understanding and utilization of resources and referral process supports both student and staff wellness.
 1. HRC tours, info in new hire orientations
 2. C&I has created a scope and sequence plan for SEL standards, curriculum and lessons

- Closing: **Next meeting:** Thursday, **June 20, NEW TIME:** 8:30 a.m., virtual (new Zoom link will be provided in updated calendar meeting invitation, and in the meeting reminder email in June)

Other Program Updates and Notes:

- Hennepin Co [Step To It](#) Challenge has started. The BCCS Wellbeing team currently has 14 members and with steps counts being added daily, we currently have a group total of __ steps. [Register](#) and join our team! Those who join the team and enter their activity for each week by May 28 will be eligible for prizes!
- HR and Wellness programs collaborated to present a mini-workshop for the BCCS [Financial Wellbeing](#) program during Staff Appreciation Week. Six people participated. Employees and community members continue to receive resources (through emails, on the website, etc.) through the middle of May.
- Staff massages with therapists were also available at all three buildings for Staff Appreciation Week.
- HR, wellness and communications collaborated to create a Mental Health awareness promotions campaign for May. Weekly social media posts, content in weekly emails and dedicated web pages updated weekly are available and include multiple access points for resources.
- Collaborated with the Community Engagement team to develop the list of specific Wellbeing Specialist activities for 24 -25, based on the final wellness strategic plan and priorities, which were all integrated into the final timeline. Needs for CE events, committees, wellness campaigns and programs, and PD workshops/dialogue spaces were considered and integrated. The full plan was presented to HR, C&I, Equity and the Superintendent and received approval.
- Continuing research and creation for PD workshops:
 - The suggested (from the C & I team) workshop for “School Nutrition Education for Staff” (especially around snacks, meals, etc.) is started and will be ready to present, in collaboration with the Health Services Manager and the Healthy Meal Specialist, to staff at all three school sites during workshop week.
 - Collaborating with Mr. Fraser on a phase three of the Community of Care PD training for all BCS staff during workshop week.
 - Collaborating with team mates to create a series of two workshops covering employee benefits and staff wellbeing resources, with the what, who, how to access, etc. information. They will be presented in 24-25, one in the fall and one in the spring.
 - Grant funded, contractor-led trauma training series; half focusing on staff/personal trauma, half on student/family trauma support/skills development
 - Equity and Wellness team members are discussing the development of a Wellbeing for Equity workshop (using awareness and appreciation for accountability and allyship or activism), as part of the Healing Organization initiative.
 - Additional mini-workshops and dialogue spaces are being planned for a variety of staff groups for the 24-25 school year, to enhance wellness messaging, build collective healing and wellbeing, strengthen relationships and support employees.
- Began the planning process for the October Employee Wellness Benefits Fair. Looking to add a Mobile Mammogram and a Bloodmobile, along with a breakfast and the full vendor fair with engagement activities.
- Youth Leadership Council: facilitated three wellness sessions with the student group in April and May, including mindful movement, nutrition and food justice, yoga movement and breathing.
- Collaborated with HR team members to post the updated BCCS District Nutrition Standards posters and the updated Employee Wellness Immediate Needs Resources posters in all three buildings.