

Action Plan Template School Wellness Policies

Background

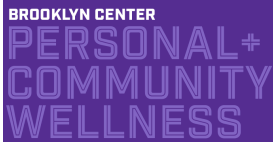
The Healthy Hunger Free Kids Act of 2010 requires Local Educational Agencies to update or modify their wellness policy, as appropriate. When your wellness committee meets on a regular basis throughout the school year, consider using an action plan to ensure progress is being made on your wellness policy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

Date: **Aug 6, 2025**

Focus What do we want to accomplish?	ActionSteps What activities need to happen?	Time-line 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.) Promote equitable healing and wellbeing through trust, communication and engaging in the equity and restorative practices tools, while ensuring personal and collective care 2.) PD support focus #1: a.) Trauma training series; b.) Nutrition Justice workshop; c.) Healing Org and/or Comm of Care workshop; d.) Option to add "mini" wellbeing PD topics or sessions	1a.) Promote and support implementation of employee wellbeing resources and services throughout BCE staff groups 1b.) BCE administration team and Wellbeing Specialist (WS) collaborate to distribute and promote the employee wellbeing services and resources, especially the onsite options (BCCS wellbeing appointments, Good Human Work, AllOne Health EAP, serenity spaces, monthly moments of wellness, Kavira Health, etc.) 1c.) Possible student wellbeing survey administered 1 - 2 times in the year 1a & b.) Schedule trauma training series for two or four 45-min. and one 60-min nutrition workshops for all BCE licensed staff, hourly staff, deans and administration attend all sessions; 1c.) Admin and WS collaborate on Comm of Care /Healing Org session; 1d.) Schedule (administration), create and present (WS) mini wellbeing PD sessions (PLCs, identified small staff groups, etc.)	1. Aug., 2024 - May, 2025 2. Aug., 2024 - all school year	1. Usage data 2. Workshops scheduled, planned and presented, and attended by assigned staff + Staff (and possibly student) year-end survey(s)	1. Principal, WS 2. Principal/admin team, WS	1. BCCS is committed to creating environments and opportunities for staff and students to access and utilize personal and communal wellness practices as needed (such as movement; nutritious foods; restoration breaks; the time and space to safely experience and express emotions and/or practice mindfulness, and more) during the day to optimize mind and body function for optimal academic growth and wellbeing.	1. Staff, administration; students and families 2. Students, staff and administration	

