

## Action Plan Template School Wellness Policies

### Background

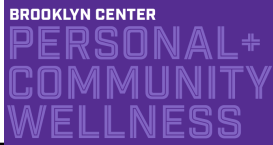
The Healthy Hunger Free Kids Act of 2010 requires Local Educational Agencies to update or modify their wellness policy, as appropriate. When your wellness committee meets on a regular basis throughout the school year, consider using an action plan to ensure progress is being made on your wellness policy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

Date: **October 2, 2025**

<b>Goal</b> What do we want to accomplish?	<b>Steps</b> What activities need to happen?	<b>Action</b> <b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person(s)</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>Complete?</b>
1. Increasing fresh vegetables and fruits for students through the Fresh Fruits and Vegetables Program for snacks  2. Increase student movement opportunities during the school day.	1a. Collaborate with Nutrition Services to schedule and implement fresh vegetables and fruits for snacks, beginning October, 2025 1c. Involved departments report/follow up on any necessary changes throughout the school year  2a. Staff and students will have access to consistent movement breaks each school day, utilizing scheduled movement time, outdoor spaces and walks, mindful movement in the classroom, and more. 2b. The Wellbeing Specialist is available as a resource, and/or has resources or activities to implement, per requests from teachers/staff.	1. September, 2025: planning with Nutrition Services and BCE admin team; Implement and/or scale up nutritious snacks "menu" throughout the school year.  2. September, 2025: Create daily and weekly schedule and implement them, ongoing through the school year.	1. Admin and Nutrition Services create a snacks menu and distribution schedule  2a. Admin creates schedules and ensures implementation of movement time per class. 2b. Staff report barriers to implementing movement time and impacts on students (needs, energy, etc.) due to increased movement time	1. Early Learning Manager, Nutrition Services Manager, BCE admin team; Wellbeing Specialist support if needed  2. Teachers, with support from the Early Learning Manager (and the Wellbeing Specialist, if needed)	BCCS is committed to creating environments and opportunities for every student to utilize movement as needed; have access to fresh, nutritious produce; and access to the time and space to safely experience and express emotions. A holistic approach to student (and staff) wellbeing is optimal for academic growth and the ability to thrive in the school climate and culture.	1. Students, as well as staff and families  2. Students, as well as staff and families	

