



Healthy Schools Successful Students School Health Improvement Plan (SHIP)

What is the School Health Improvement Plan (SHIP)?

The School Health Improvement Plan (SHIP) is a school's one-year work plan to address the school's health need(s). The following provides guidance for completing each component of a SHIP.

What is a SMART objective?

Well-written objectives always answer the following question: WHO is going to do WHAT, WHEN, and TO WHAT EXTENT? They should describe participants, actions or interactions, and activities.

- **Specific:** Who? (Target Population) and What? (Action/Activity)
- **Measurable:** How much change is expected?
- **Attainable:** Can it be realistically accomplished given current resources and constraints.
- **Relevant:** Does it address needs and proposes reasonable action steps to lead to desirable results.
- **Time-phased:** Does it provide a timeline indicating by when the objective will be met.

What data will you collect to show you achieved your SMART objective?

Data collected should show evidence that you successfully met or made progress towards meeting the SMART objective. Data can be qualitative (e.g., student reactions) or quantitative (e.g., student grades or results from an assessment.) Generally speaking, data are collected to get a baseline and then again after a plan has been implemented. Make sure to include data collection activities when writing the SHIP's action steps.

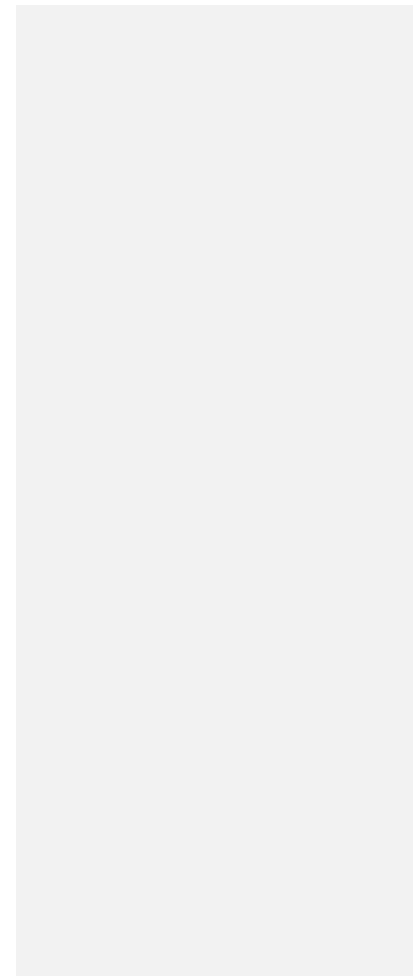
What are Action Steps?

Action steps are the activities that are needed to implement the SHIP and reach the stated SMART objective. When writing action steps, start them with a verb. Make sure to complete all sections, including person(s) responsible, timeline of when the action step will be completed (make sure everything is not due at the same time), and budget needed. Make sure that tasks and responsibilities are spread across the team and that one person is NOT doing all the work. All SHIPs should include the following action steps:

- a. Meeting with your school health team
- b. Work on your school/district wellness policy (e.g., assessing, communicating, revising, implementing, etc.)

Things to Remember

1. Focus the SHIP on your school's needs identified through the School Health Index.
2. Get input from other individuals in your school on how best to address your school's health needs.
3. The SHIP is developed for one year. Don't try to take on everything at once.
4. Meet regularly with your school health team and monitor SHIP progress.



Healthy Schools Successful Students: SHIP #1: Physical Activity

Date:

School Name: STEM Launch

Co-leader Name(s): Michelle Priola and Sonja Brown

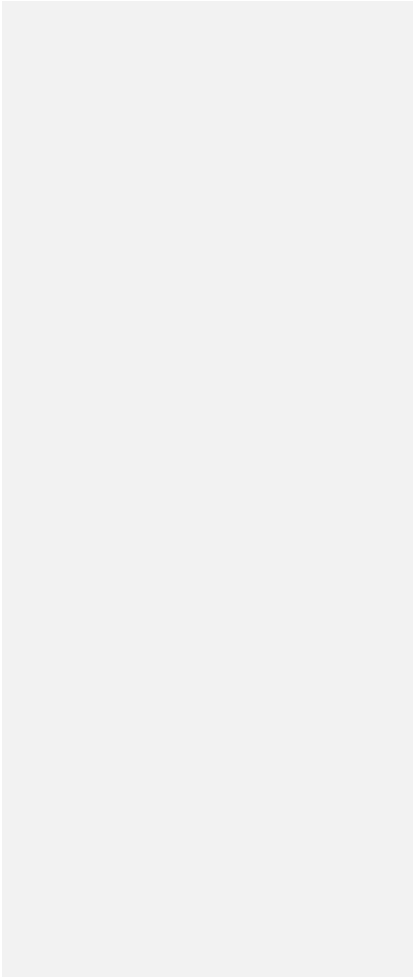
SMART Objective (desired change):

Throughout the 2014 - 2015 school year, 75% of instructional staff at STEM Launch school will implement physical activity or brain-based strategies for their students at least three days per week utilizing the Brain Break Kits provided by the Adams 12 Health & Wellness Team and other Brain Break resources like GoNoodle.

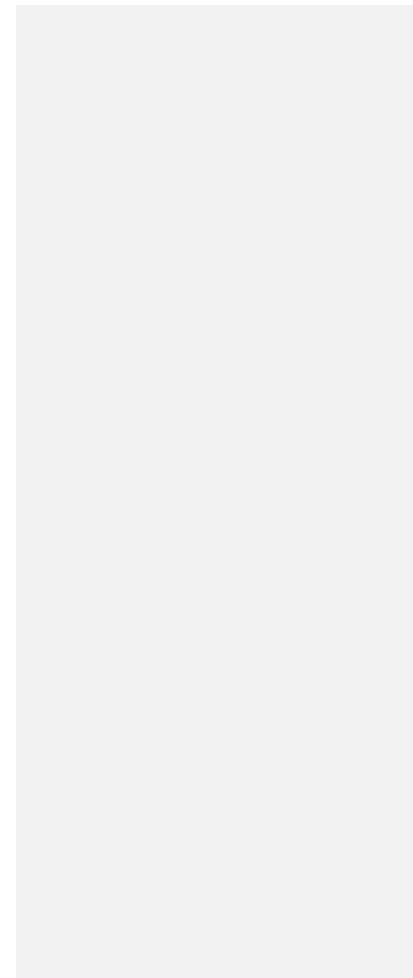
What data will you collect that will indicate the objective has been achieved?

- The following data will be collected two times during the 2014-2015 school year for a duration of one week each time:
1. Number of classrooms offering daily brain-break strategies and the frequency of the brain-break strategies each week.
 2. Number of classrooms offering opportunities for physical activity and the frequency of physical activity each week.
 3. Documentation of types of brain-break strategies utilized and types of physical activity opportunities utilized.

Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Meet as a School Wellness Team a minimum of four times during the school year	During October 2014, December 2014, February 2015, and April 2015	Michelle Priola		In progress, we have had 2 meetings
Conduct a survey to obtain baseline data collection on current Brain Break offerings and number of classrooms participating	By December 5, 2014	Michelle Priola		pending results, survey sent on 12/5/14
Communicate Brain Break Kits Initiative to staff and/or PTO for feedback and questions Communication methods will include: <ul style="list-style-type: none"> • Staff: <ul style="list-style-type: none"> o Weekly staff meeting o Follow-up email after weekly staff 	By January 5, 2014	Michelle Priola		



<ul style="list-style-type: none"> meeting • Students/Families: <ul style="list-style-type: none"> o School website o Letter home in folders o Morning announcement 				
Work with District Wellness Coordinator, Jill Collins, to develop and disseminate a data collection tool for staff to measure participation (2x/school year – one week in duration)	By November 1, 2014	Michelle Priola Sonja Brown		
Distribute Brain Break Kits* and begin implementation for brain breaks and physical activity in participating classrooms.	By December 12, 2014	Michelle Priola		Kits distributed Dec. 19, 2014
<i>*we will consider allowing grade levels to switch Brain Break Kits during the school year to provide a greater variety of resources to teachers/students</i>				
Develop a method (including the dates during the school year when data will be collected) for distributing data collection tool and compiling the data to gather feedback and testimonials from teachers and students participating in brain breaks	By December 15, 2014	Michelle Priola Laneen McCurdy		
Obtain first week of data collection tool results to measure participation	By January 29, 2015	Michelle Priola		
Create and implement an incentive system* to encourage continued use of Brain Break Kits by teachers and students	January 30, 2015	Wellness Team at STEM Launch		
<i>*Incentives may include gift cards or other items purchased through the Healthy Schools Grant funding</i>				
Obtain second week of data collection tool results to measure participation	By April 10, 2015	Michelle Priola Sonja Brown		
Analyze, document, and utilize survey results and continue to improve Brain Break Kits initiative based on assessment and feedback/testimonials from students	By May 15, 2015	Wellness Team at STEM Launch		
Write a minimum of one success story related to the Brain break Kits initiative utilizing data collected and analyzed (District Wellness Coordinator will provide template)	By May 15, 2015	Michelle Priola		



Healthy Schools Successful Students: SHIP #2: Physical Activity

Date: February 26, 2015

School Name:
STEM Launch K-8
Co-leader Name(s):Michelle Priola and Sonja Brown

SMART Objective (desired change):
With our current schedule, STEM Launch students are active about 200 minutes outside of PE class per month instead of the recommended 600 minutes per month.
By May 1, 2016, STEM Launch will increase the physical activity levels of 15% of K-8 students to exceed the recommended 600 minutes per month.

What data will you collect that will indicate the objective has been achieved?
We will collect attendance and participation data in the Soccer for Success after-school physical activity programming.

Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Turn in commitment paperwork to Jill Collins for Soccer for Success	2/27/15	Michelle Priola	n/a	done
Develop an interest list of students in order to build soccer teams of 15 players.	3/3/15	Michelle Priola	n/a	in progress
Solicit a coach and a coordinator for Spring 2015 pilot program of Soccer for Success and turn in paperwork.	3/15/15	Michelle Priola	n/a	in progress

Commented [1]: Do you have a 2nd SHIP? It wasn't loaded into the Google Doc folder I have access to.

Commented [2]: Our 2nd SHIP was the Brain Breaks SHIP.

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Meet with the Wellness Team to discuss progress and delegate tasks.	March 19, 2015	All Wellness Team members	n/a	
Secure location and schedule activities for the Soccer for Success Program to have the program run 2x a week before or after-school.	March 12, 2015	Michelle Priola	n/a	
Develop initial communications and develop a plan for ongoing communications: Communicate with parents via Beyond the Bell website. Communicate with students via announcements and flyers. Communicate with staff via emails, announcements and website.	March 2015 - May 2016	All Wellness Team members - through various approaches	n/a	
Promote Soccer for Success program by featuring a soccer event at the 2nd Annual 5k Run/Walk	May 15, 2015	Wellness Team in combination with 5k planning committee	\$200	
Coordinate with 5K planning committee to educate parents, students and staff about the need for 600 minutes per month of physical activity for students. Create and distribute hand outs/ flyers/newsletters as well as building a Wellness Website that links to the STEM Launch website.	April 2015	Michelle Priola	\$100	
Follow protocols and guidelines of Soccer for Success program and implement program	March 2015 - May 2016	Michelle Priola, Soccer Coordinator and Soccer Coach(es)	n/a	
Collect and analyze attendance data for Soccer for Success. Adjust program as necessary to accommodate 35-45 students.				
Submit a minimum of one success story to District Wellness Coordinator (template will be provided).	May 15, 2016			

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Commented [5]: _Marked as resolved_

Commented [6]: _Re-opened_
We need to buy paper, poster materials, possibly socks and snacks with the details printed (stickers) on them to announce the Soccer for Success program. We also want to send home fliers and inform new parents about the 600 minutes per month. I have students who are working on a PBL that is addressing this need - I would like to help them spread the word about their solution.

Describe other activities that support and further the health and wellness of students, staff, and family in your school:

2nd Annual 5K Run/Walk on May 15, 2015

Fuel Up to Play 60
Running Club
Dance Club
Biking Club
Mile High Fitness for adult physical activity for adults

