



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.)

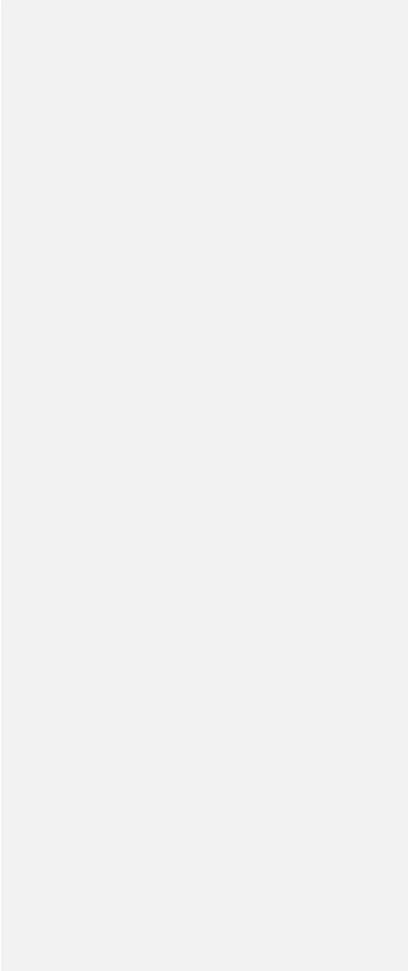
Things to Remember

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.

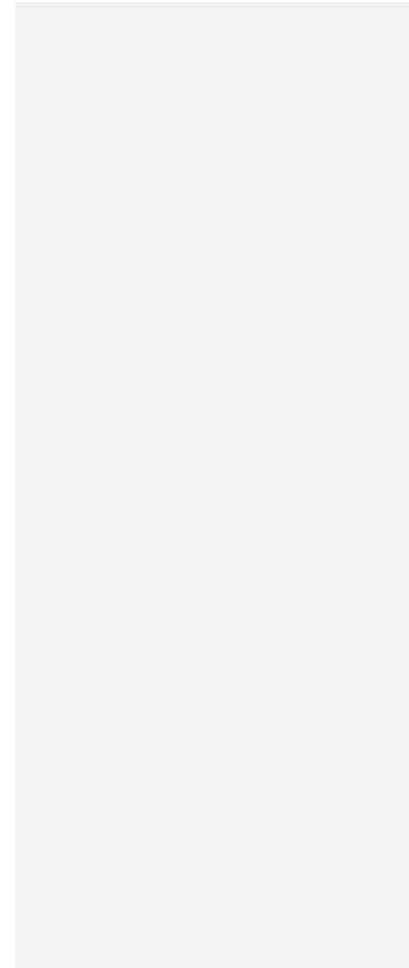
Healthy Schools Successful Students: SHIP #1: Physical Activity

Date: 2/20/15

School Name: Cherry Drive Elementary Co-leader Name(s): Deborah Gopstein and Kathy Hogan				
SMART Objective (desired change): By May 15, 2016, 67% of all Cherry Drive students will participate in the Mileage Club.				
What data will you collect that will indicate the objective has been achieved? 1. Number of students who participate 2. Number of charms students have earned 3. Number of behavioral referrals during recess and after lunch. 4. Teacher survey on student engagement /behavior of those students who participate in the Mileage Club.				
Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Purchase charms and punch cards. Continue to set aside money for year 2. Purchase cones for playworks and mileage club.	By May 31, 2015	Wellness Team	\$0	
Mrs. Hogan will make a special announcement on morning announcements to get the students excited to kick off the mileage club for the 2015-16 school year. Mrs. Hogan will reward students with extra PE on a bi-monthly basis for the 2015-2016 school year.	By September 1st, 2015	Mrs. Hogan	0	



Mrs. Hogan and Mrs. Gopstein will communicate information on the school website about the mileage club. They will also use this as an avenue to recruit volunteers.	By September 1st, 2015	Kathy Hogan Deborah Gopstein	0	
Students will walk laps during recess and will get a get to color in a foot for every lap they have walked. Once they have colored 20 feet, they will receive a charm. After 5 laps, they get to stamp their card with a stamp.	2015-2016 School Year	Wellness Team	0	
Hold monthly meetings with paraprofessionals to monitor and problem-solve with the mileage club.	Monday, Oct. 12 Monday, Nov. 16 Tuesday, Dec. 8 Monday, Jan. 11 Thursday, Feb. 25 Monday, Mar. 14 Friday, April 22 Monday, May 16	Kathy Hogan and Deborah Gopstein, Wellness Coordinators Tina Hepp, Principal Lydia Martinez & Kathy Gilbert, Playground Monitors	0	
Promote the "mileage club" by making daily morning announcements about students, classroom and school goals.	2015-16 School Year	Kathy Hogan	0	
Continue to update the PE teacher's website on mileage club on a monthly basis. Student statistics will be added number of student participating and number of miles/laps completed.	2015-16 School Year	Kathy Hogan		
Send electronic survey to K-5 teachers about behaviors of participating students two times during the 2015-2015 school year (The middle and end of year)	By December 1, 2015 May 1, 2016	Wellness Team	0	
Analyze office referrals during lunch and after lunch to see if office referrals decrease from the previous year.	By December 1, 2015	Deborah Gopstein, Kathy Hogan and wellness team	0	
Analyze, document, and share data collection results, utilizing the data to plan for next school year.	By May 1, 2016	Wellness Team	0	



Write a minimum of one success story utilizing data collected and analyzed (School Wellness Coordinator will provide template)	By May 15, 2016	Wellness Team	0	
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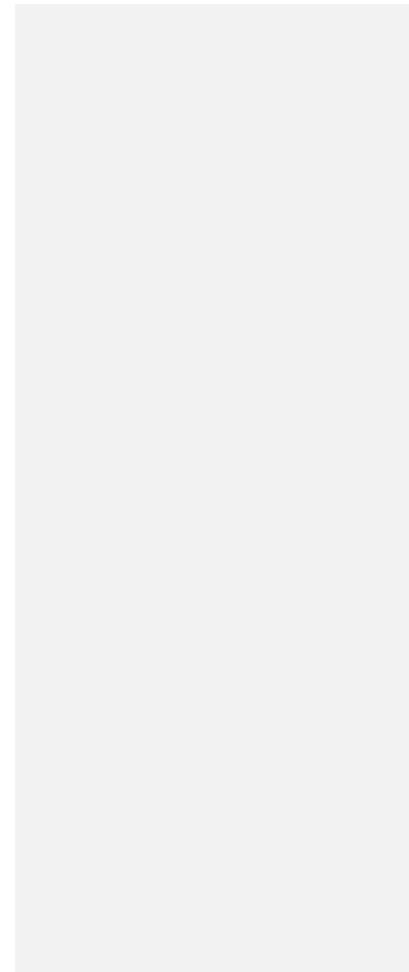
Describe other activities that support and further the health and wellness of students, staff, and family in your school.

- We participated in the National bike/walk to school day in the Fall.
- We will continue to use Playworks during recess.
- We will continue this ship into the years to come by using fundraising money from the fun run to purchase tokens for students and punch cards.
- To help engage students with mileage club, Mrs. Hogan will reward students with extra PE on a bi-monthly basis for the 2015-2016 school year.
- Communication about the mileage club will happen on Mrs. Hogan's website and through daily morning announcements.

Healthy Schools Successful Students: SHIP #2: Nutrition

Date:2/20/15

School Name: Cherry Drive Elementary				
Co-leader Name(s): Deborah Gopstein and Kathy Hogan				
SMART Objective (desired change): By the end of the 2015-16 School Year, 75% of the school fundraisers will be non-food based and at least 1 will focus on student and family wellness.				
What data will you collect that will indicate the objective has been achieved? 1. We will compile a list of fundraisers for the school and decide which are food based. 2. Comparison of fundraiser earnings from 2014-15 school year to 2015-16 school year.				



3. Number of participants and outcomes from the student and family wellness fundraiser.				
Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Complete school wellness assessment and SHIP planning	By October 2015	Wellness Team	\$250 sub pay	
Present SHIP results to our wellness team, our SHIPs, and gather support for wellness fair and health campaigns through healthy fundraisers.	By October 2015	Wellness Team	0	
Gather support for wellness committee from 90% of instructional staff through staff meetings and handouts for parents and PTP members.	By March 2015	Wellness Team	0	
Implement the wellness fair for students and their families in the fall to promote healthy living and daily exercise. This wellness fair will be the kick off for the fundraiser and will initiate the wellness movement at our school by focusing and providing teaching on healthy eating habits, fun ways to get up and move, getting along with others (social-emotional health), and the benefits from an active fundraiser over a food-based fundraiser.	By October 31, 2015	Kathy Hogan	\$325 for materials funded by PTP	
Promote Spring fundraiser that raises money by donations for running.	By April 15, 2016	Staff	0	
Kick off wellness adventure with PTP involvement which promotes healthy movement and exercise for lifelong learners.	By October 23, 2015	Kathy Hogan and Staff		
Based on needs, offer one to two follow-ups with staff and/or PTP to debrief and promote ongoing support	By December 2015 and April 24, 2016	Wellness Team	0	
Analyze, document, and share assessment results and utilize the data to plan for next school year.	By May 1, 2016	Wellness Team	0	
Write a minimum of one success story utilizing data collected and analyzed (School Wellness Coordinator will provide template)	By May 15, 2016	Wellness Team	0	

Commented [1]: For the two budget expenses on this page, will you have other sources of funding besides Healthy Schools Successful Students? Unfortunately, funding is not allocated for Cherry Drive ES for 2015-16 since you received funding for the past two years.

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

- Wellness fair on October 30, 2015 that has stations students go to that promote wellness and different kinds of activities for families and students.
- The Spring Fundraiser that promotes wellness will take place on Friday, April 15th, 2016.
- To keep the tradition going for the fun run, for the 2016-2017 school year we plan on running our own fun run to limit the need of another company to put it together. By working with the PTP we will organize our own fun run for Spring of 2017.
- Communication on the fun run will be done at monthly PTP meetings and with the fun run committee.
- Wellness Team: Kathy Hogan, Deborah Gopstein, Emily Longville, Kathy Latislaw, Aysha Helland, Regina Kessler, Jeremy Goggin, Rhonda _____.

Date: 2/20/15

School Name: Cherry Drive Elementary				
Co-leader Name(s): Kathy Hogan & Deborah Gopstein				
SMART Objective (desired change): Throughout the 2015-16 school year, 80% of instructional staff at Cherry Drive Elementary School will implement physical activity or brain-based strategies for their students at least three days per week.				
What data will you collect that will indicate the objective has been achieved? 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
Gather/review resources and best practices regarding brain breaks and physical activity in the classroom from other schools and gather/review studies supporting increased physical activity/brain breaks and the associated positive academic impacts	Fall 2015	Kathy Hogan	\$0	
Send a google survey to obtain baseline data collection on current offerings and number of	September 2015	Deborah Gopstein & Kathy Hogan		

Commented [2]: Is it possible to delegate some duties to others? Be mindful of how much you are taking on as co-leaders.

students participating				
Update the school website to inform families and communities about the brain break opportunities their students have throughout the day.	By: Fall 2015	Deborah Gopstein & Kathy Hogan		
Send out monthly surveys to teachers to track participation of brain breaks.	The 1st of every month	Kathy Hogan & Deborah Gopstein		
Develop a survey to gather feedback and testimonials from teachers and students participating in brain breaks	The 1st of every month starting in December	Kathy Hogan & Deborah Gopstein		
Analyze tracking tool results to measure participation	May 2016	Kathy Hogan & Deborah Gopstein		
Implement a motivational system where the class with the most brain breaks during the month will receive a traveling trophy to showcase in their classroom for the month	September 1, 2015	Kathy Hogan & Deborah Gopstein	\$60	
Analyze, document, and utilize assessment results and continue to improve brain break guidelines and teacher resources based on assessment and feedback/testimonials from students	By May 2016	Kathy Hogan & Deborah Gopstein		
Write a minimum of one success story related to brain breaks utilizing data collected and analyzed (School Wellness Coordinator will provide template)	By May 2016	Kathy Hogan & Deborah Gopstein		

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

- Teachers utilize Go noodle and NFL Play 60 as another use of brain breaks.
- Teachers will use the brain-break kits and Go Noodle website to continue to give students brain-breaks.
- We will continue with this by giving teachers resources when needed to update their brain-break kits.

