

Healthy Schools Successful Students: School Health Improvement Plan (SHIP)

To be implemented in school year: 2016-2017

Date: February 17, 2016

School Name: Cherry Drive Elementary				
Co-leader Name(s): Kathy Hogan and Deborah Gopstein Wellness Team Members: Tina Hepp, Regina Kessler, Kathy Latislaw, Aysha Helland, Emily Longville, Jeremy Goggin, and Rhonda Halsey				
SMART Objective #1 (desired change): By May 30, 2017, Cherry Drive Elementary School will have at least <u>50% of staff participate in up to 3</u> continuing staff wellness interventions and programs coordinated with the district staff wellness personnel and the School Wellness Coordinators.				
What data will you collect that will indicate the objective has been achieved? 1. 2. -number of worksite wellness interventions/programs offered at the school. 3. -number of staff participating in each intervention/program 4. -outcome data comparing baseline survey, midyear survey and post-programs survey results				
Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Create action plan with Tina Hepp, principal, about ways to integrate staff wellness initiative into staff meetings and other in-service days that includes principal speaking to whole staff or emails to whole staff about wellness.	By August 2016	Wellness Team and Wellness Team Member Tina Hepp, Principal	\$0	
Based on our Smart Source Scores, we need to offer on-site physical activity opportunities. For example, offering on-site physical activity opportunities such as staff kickball games, fitness classes, or	August 2016	Wellness Team	\$0	

10,000 step "fitbit" type outings/events, etc. Decide on menu of possible offerings.				
Conduct a survey to obtain baseline data on possible offerings, number of staff participating, desired offerings and staff availability to ensure commitment	By August 2016	Wellness Team	\$0	
Present draft of survey results to staff for feedback and questions	August 2016	Wellness Team	\$0	
Finalize offerings based on input from staff and/or parents	By Sept 2016	Wellness Team	\$0	
Develop and implement a plan to promote the interventions or programs to staff.	By August 31 2016	Wellness Team	\$0	
Identify funding sources to give incentives for staff participation	By September 2016	Wellness Team	\$0	
During the seven School Wellness Team meetings: <ul style="list-style-type: none"> - analyze data from staff wellness initiatives - results from mid-year survey. - results from staff participation - results from end-of-the-year survey 	During August 2016, September 2016, October 2016, November 2015, January 2017, February 2017 and March 2017	Wellness Team	Co-curricular funds from the school	
Begin implementation of staff wellness initiatives/programs	By Sept 2016	Wellness Team and Helen Holmes	\$0	
Develop data collection methodology that measures staff	October 1, 2016	Wellness Team	\$0	

input to gauge impact of the program (does the staff think the effort is valuable, should it continue, etc.), and staff participation numbers				
Begin implementation of staff incentives for participation	November 1st, 2016	Wellness Team	\$75 and Chipotle BOGOs	
Distribute mid-year staff surveys that collect data regarding impact of first staff wellness program	November 15th, 2016	Staff wellness mini-team	\$0	
Analyze mid-year survey results	January 2017 Wellness Meeting	Wellness Team	\$0	
Adapt Jan-May 2017 staff wellness program based on survey results	January 2017 Wellness Meeting	Wellness Team	\$0	
Obtain end-of-the-year results to measure participation, input, and impact	By May 1, 2017	Wellness Team	\$0	
Analyze, document, and utilize assessment results and continue to improve offerings based on data collected and feedback received from staff	By May 1, 2017	Wellness Team	\$0	
Write a minimum of one success story utilizing data collected and analyzed (School Wellness Coordinator will provide template)	By May 1, 2017	Kathy Hogan and Deborah Gopstein	\$0	

Ideas for staff physical activity:

Kick ball game, volleyball game, yoga, weekly walks, 10 minute brain breaks before staff meetings or ERD, steps challenge, aloha challenge, biggest loser challenge in Spring,

Have a physical activity for staff the 1st week of school.

SMART Objective #2 (desired change): By May 30, 2017, Cherry Drive Elementary will implement a school-wide plan and

policy focusing on 50% of all students bringing healthy* snacks into classrooms. Based on our Smart Source data, we need to do a better job of promoting healthy snacks and treats with students and parents.

*Healthy will be defined in a manner consistent with the District's Wellness Policy

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

- Percentage of students bringing in a healthy snacks vs. less healthy snacks
- List of educational resources provided to parents and students
- Types, frequency of, and methods of offering education on healthy snacks to students/parents
- Number of students/parents reached through healthy snack education

Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Work with District Wellness Coordinator and other schools implementing a healthy snack policy to gather/review best practices.	By End of August 2016	Wellness Team	\$0	
Analyze data from February-May 2016 of % of healthy snacks.	By end of August 2016		\$0	
Display Go,Slow, Woah posters in each classroom and on at least 1 hallway bulletin board	By First Day of School 2016	Wellness Team & Classroom Teachers	\$20 via print shop	
Include the healthy snack poster in the Back-to-School program to staff (including cafeteria), students, and PTA. Include goal and begin implementation of healthy snacks	By August 2016	Wellness Team	\$? via print shop	
Collect ongoing data of percentage of students bringing in healthy snacks	Last Day of Each Month	Wellness Team	\$0	
Distribute attendance sheets/log to record student's daily snack and directions for teachers to calculate %	Monthly beginning in August 2016	Wellness Team	\$5	
Display monthly school snack results	First Week of Each month beginning in September	Office staff	\$0	
Create a parent handbook that explains to parents and students what qualifies as nutritious options for classroom teachers and parents, consistent with District	Monthly	Wellness Team	\$0	

Wellness Policy guidelines				
Schedule at least 4 parent nutrition education classes throughout 2016-2017 school year	September 2016	Wellness Team	\$0	
Utilize district wellness coordinators to present a parent class on nutrition ed	September 2016	District Wellness Coordinator	\$0	
During the seven School Wellness Team meetings: - analyze data from parent nutritional ed nights - work on school healthy snack policy - collect resources for parent handbook - analyze monthly healthy snack percentages	During August 2016, September 2016, October 2016, November 2015, January 2017, February 2017 and March 2017	Wellness Team	Co-curricular funds from the school	
Order needed resources and supplies, including non-food incentives for students, classes, and/or teachers	By September 2016	Kathy Hogan	\$75	
Execute Cooking Matters parent/student nutrition ed night	November 2016	Cooking Matters	\$0	
Develop and implement a motivational system (may include classroom competitions) to ensure increased percentage of students bringing healthy snacks on a regular basis. Purchase rewards/prizes, as needed.	By November 1, 2016	Wellness Team	\$0	
Analyze, document, and utilize assessment results to develop school policy	By February, 2017	Wellness Team	\$0	
Develop a draft policy/plan based on best practices and case studies	By February 2017	Wellness Team	\$0	
Execute a third parent/student nutrition ed class (e.g. Kaiser or different org like Cooking Matters)	February 2017	TBD	TBD	
Present the new draft policy/plan to the staff for feedback and questions	March 2017	Wellness Team	\$0	
Execute a fourth parent/student nutrition ed class (e.g. Kaiser or different org like Cooking Matters)	April-May 2017	TBD	\$0	
Write a minimum of one success story related to non-food rewards utilizing data collected and analyzed (School Wellness Coordinator will provide template)	By May 20, 2017	Kathy Hogan and Deborah Gopstein	\$0	
Finalize a policy that supports the District Wellness Policy language	May 2017	Wellness Team	\$0	
Present the finalized policy to staff, PTA, and students	May 2017	Wellness Team	\$0	

***Copy and paste the above table if you have more than two SMART Objectives.

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

Work with Cooking Matters to come to our school and provide parents and students ways to incorporate healthy eating at home and bringing in healthy snacks. Give teachers examples for healthy treats for parties instead of cupcakes, cakes, etc.