



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:
Eagleview Elementary
Co-leader Name(s):
Lauren Corbin, Athea Erwin

SMART Objective (desired change):
By the end of the 2015-2016 school year 75% of instructional staff at Eagleview Elementary school will implement physical activities or brain based strategies for their students at least 3 days a week using the brain break kits provided by the Adams12 Heath & Wellness team.

What data will you collect that will indicate the objective has been achieved?
The following data will be collected two times during the 2015-2016 school year via a school wide survey.
1. Number of classrooms offering daily brain-break strategies and the frequency of the brain break strategies each week.
2. Documentation of types of brain break strategies utilized and types of physical activity opportunities utilized.
3. Outcome data comparing baseline survey data from the 2014-2015 school year with post initiative results from the 2015-2016 school year.

Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Conduct a meeting to inform staff about brain-break opportunities and to survey interest levels and participation.	10-15-15	Lauren Corbin Athea Erwin	\$0.00	Yes!
Communication Methods: Inform students and families via school website and wellness newsletters.	monthly	Lauren Corbin Athea Erwin Rebecca Vasey	n/a	Yes!
Bring in Kim Bevill to present for PD on Brain Breaks during a staff meeting.	10/31/15	Lauren Corbin Athea Erwin	n/a	no
Distribute Brain-Break Kits and begin implementation	11/14/15	Lauren Corbin	n/a	Yes!

Commented [1]: Objective, activities and data collection methods look great!

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

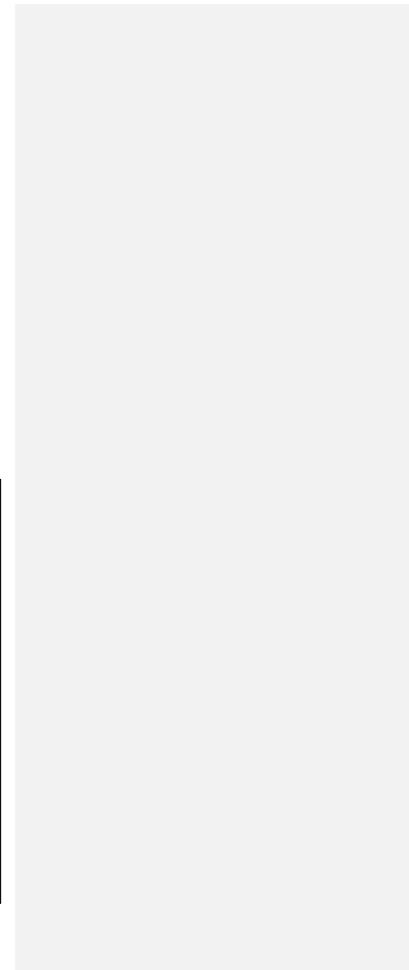
Commented [4]: How is Kim Bevill being paid for her services? Kim Bevill would be a great speaker and PD session but you would need to discuss with your administrators to using leadership or PD funds to fund or supplement funding for her services.

for brain breaks and physical activity in participating classrooms.		Athea Erwin		
Develop a survey to measure and compile data from teachers participating in brain breaks	11/30/15	Lauren Corbin Athea Erwin	n/a	Yes!
Obtain first week of data collection results to measure participation	12/19/15	Lauren Corbin Athea Erwin	n/a	Yes!
Obtain second week of data collection results to measure participation	4/10/16	Lauren Corbin Athea Erwin	n/a	no
Analyze, document, survey results and continue to improve Brain Break Kits initiative based on assessment and feedback for teachers.	5/15/16	Lauren Corbin Athea Erwin	n/a	no
Write a success story utilizing data collected and analyzed from the 2014-2015 school year.	5/20/16	Lauren Corin Athea Erwin Rebecca Vasey	n/a	no

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

F.L.I.G.H.T. Classes offered after school:

- Yoga
- Run club
- Karate
- Cheer
- Dance
- Gymnastics
- Cottonwood Classic club (walk/run)
- Triathlon
- Snow Hounds Ski Club



Healthy Schools Successful Students: SHIP #2: Physical Activity

Date:

School Name:
Eagleview Elementary
Co-leader Name(s):
Lauren Corbin, Athea Erwin, Rebecca Vasey

SMART Objective (desired change):
By May 15, 2016 Eagleview ES will increase Eagleview Triathlon participation for both staff and students by 50% over 2015 participation.

What data will you collect that will indicate the objective has been achieved?
The following data will be collected two times during the 2015-2016 school year via a school wide survey.
1. Track student and staff participation for the 2016 Triathlon event.
2. Compare 2014 results to 2015 results.

Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Develop a plan for organizing the Eagleview Triathlon.	10-15-15	Lauren Corbin Athea Erwin Rebecca Vasey	\$0.00	yes
Meet as a school health team to conduct monthly meetings regarding planning upcoming events.	monthly	Lauren Corbin Athea Erwin Rebecca Vasey	n/a	yes
Approach Eagleview Student Council to work with school health team in promoting and supporting the Eagleview Triathlon.	3/31/16	Lauren Corbin Athea Erwin Rebecca Vasey	n/a	no
Appropriate administrators are contacted at Adams 12 school district and City of Thornton, resulting in support of community event, Veteran's Memorial and lifeguard availability and reserving district bike fleet.	3/15/16	Lauren Corbin Athea Erwin Rebecca Vasey	n/a	yes

Commented [5]: When reviewing SHIP objectives, we are looking for objectives that align with your Score Card assessments and school health best practices. There are alot of resources, manpower and effort that goes into a one time event like this. To be approved (SHIP and budget items), we'd like to see action steps that incorporate physical activity through the school year rather than just a one time event. Consider adding practice program/time at recess, before school, or after school - that way students can participate in PA over the course of the school year - getting us closer to that 60 minute a day goal!

Student Council to create posters/signs, promoting on morning announcements, Facebook/email via school contacts for the parents and the families, monthly newsletter from Lea, and staff encouragement via weekly memo to promote Triathlon.	3/13/16	Lauren Corbin Athea Erwin	n/a	no
Map out running, biking and swimming courses. Transition areas identified. Medals and celebration materials purchased.	4/10/16	Lauren Corbin Athea Erwin Rebecca Vasey	-Promotion/celebration \$500.00 -Medals \$300.00 -4- \$25 gift cards to lifeguards (\$100) -Staff incentives-\$100 (4- \$25 gift cards)	no
Execute the triathlon on 4/26/15 at Eagleview Elementary	4/26/16	Lauren Corbin Athea Erwin Rebecca Vasey Mark Glen	4/26/16	no
Analyze, document and utilize participation results.	5/15/16	Lauren Corbin Athea Erwin Rebecca Vasey	n/a	no
Create a presentation in regards to the Triathlon to the PTA in order to fund the Triathlon for the 2015-2016 school year.	2/28/16	Lauren Corbin Athea Erwin Rebecca Vasey	n/a	no
Write a success story utilizing data collected and analyzed.	5/20/16	Lauren Corbin Athea Erwin Rebecca Vasey	n/a	no

Commented [6]: For the these budget expenses, will you have other sources of funding besides Healthy Schools Successful Students? Unfortunately, funding is not allocated for Eagleview since you received funding for the past two years. If you have any remaining \$ in your 2014-15 funds you can use it for these materials but it must be spent by the end of the grant year in July (and Jill may have a more specific deadline for for spending so pls doublecheck with her on that)

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

F.L.I.G.H.T. Classes offered after school:

Yoga
Run club
Karate

Cheer
Dance
Gymnastics
Cottonwood Classic club (walk/run)
Triathlon
Snow Hounds Ski Trip

