

## School Health Improvement Plan (SHIP) #1: Physical Activity

**Date:** March 8, 2016

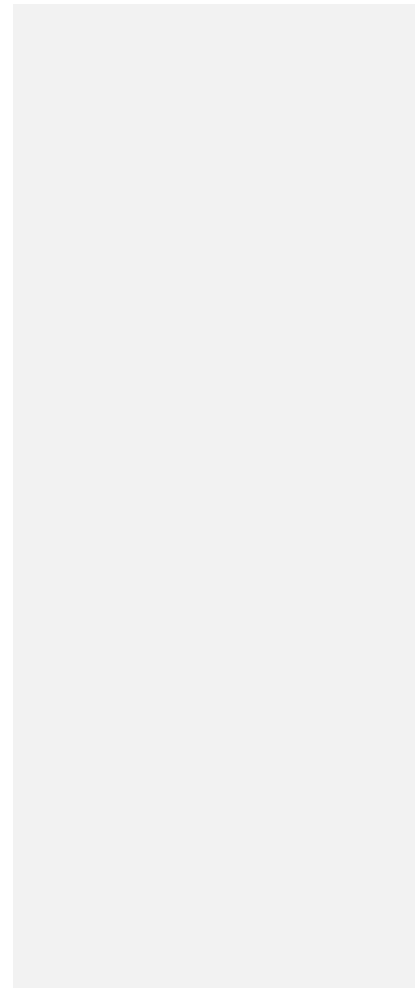
<b>Full School Name:</b> Federal Heights Elementary				
<b>Co-Leaders Names:</b> Lynnzee Daymil and Jordan Slavinn				
<b>Priority Area:</b> Increasing MVPA (Moderate to Vigorous Physical Activity) in students during class time utilizing Brain Boost Kit resources, GoNoodle, and/or turnkey strategies, like doing lunges to turn in papers or partner discussions while walking.				
<b>SMART Objective #1 (desired change):</b> During the 2016-2017 school year FHE will have 75% of teachers successfully*, implementing a Brain Boost Initiative (At least One time an hour or more during instruction).				
<i>*Successful will be defined as a program that is accepted by students and staff and shows increased levels of physical activity, while also increasing students' ability to engage in classroom instruction.</i>				
<b>Data: What data will you collect that will indicate the objective has been achieved?</b>				
<ul style="list-style-type: none"> <li>● Percentage of classrooms implementing Brain Boosts each month</li> <li>● Monthly surveys from participating teachers on whether they are implementing and to what extent</li> <li>● Two student testimonials and two staff testimonials on how Brain Boosts have positively impacted them/the school</li> </ul>				
Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed & Exactly What Will Be Purchased	Date Action Step Completed
Work with administrators to set up a school-wide kickoff (10-20 minutes)	By August 15, 2016	Lynnzee/Jordan/Alizy		
Conduct a teacher survey to obtain baseline data collection on current number of teachers offering Brain Boost to their students on a regular basis.	By May 15, 2016	Donna/ Jordan		
Purchase supplies for Brain Boost Kits, GoNoodle Subscription, etc. Will look to get teacher feedback on What they would use and what they would like to see purchased prior to buying.	May 18, 2016	Lynnzee/Jordan		

**Commented [1]:** At your next team meeting - could you delegate some of these action steps to specific team members to make sure they are all engaged and not everything is on both of you?

**Commented [2]:** We are going to have a team meeting towards the end of March. Can we delegate during this time or would you like us to fix now?

**Commented [3]:** That works - I've made a note of it.

25 kits at approximately \$25.00			\$625	
Research tangible incentives for students and staff	May 18, 2016	Lynnzee/Jordan	\$400	
Finalize list of teachers wishing to participate	By August 15, 2016	Lynnzee/Jordan/Health Team		
Host school-wide kick-off	By August 16, 2016	Lynnzee/Jordan/Health Team		
Distribute Brain Boost Kits* and begin implementation for Brain Boost Initiative in participating classrooms.  <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>	By August 15, 2016	Lynnzee/Jordan		
Begin monthly data collection utilizing District-provided data collection tool with participating teachers	Monthly	Lynnzee/Jordan/Jenny		
Implement an incentive system* (can use any portion of above mentioned \$500 budget) to encourage continued Brain Boost implementation by teachers  <i>*Incentives may include gift cards or other items purchased through the Healthy Schools Grant funding if this is one of your HSSS SHIPs</i>	Implement in September and continue following months	Lynnzee/Jordan/Health Team/Alizzy		
Continue to collect monthly data and host bi-monthly meetings with participating teachers	Bi-Monthly	Lynnzee/Jordan. Health Team		
Analyze, document, and utilize survey results to improve Brain Boosts Initiative based on data collected and feedback/testimonials from students	April 30, 2017	Lynnzee/Jordan/Health Team		
Budget for printing flyers (if needed)			\$100	
<b>BUDGET NEEDED FOR THIS OBJECTIVE:</b>			<b>\$1125</b>	



## SHIP #2: Nutrition

**Date:**

**School Name:** Federal Heights Elementary  
**Co-leader Name(s):** Lynnzee Daymil and Jordan Slavin

**SMART Objective (desired change):**  
 During the 2016– 2017 school year, Federal Heights Elementary school will create and implement a school policy requiring at **All School** least 50% of the food choices served during school celebrations and functions be healthy options, as outlined and defined in the district Wellness Policy.

- What data will you collect that will indicate the objective has been achieved?**
1. Baseline data will be collected pertaining to current nutritious food choices offered at celebrations and functions
  2. Written policy documentation addressing nutritious choices during the school day and at school functions outside of the school day
  3. Percent of healthy options offered outside the school meal program during celebrations will increase to 50% or higher
  4. Documentation that the policy for healthier celebrations and functions is communicated to staff and parents via the school newsletter (copy of newsletter), at staff meetings (copies of meeting minutes), and via other communications

Action steps to achieve SMART Objective	Timeline (By When)	Person(s) Responsible	Budget Needed	Action Step Completed
Gather/review policy information addressing nutritious food offerings at school celebrations and functions from other schools and from the district Wellness Policy	By April 1, 2016	Lynnzee/Jordan		
Conduct a survey to obtain baseline data collection on current practice's and adherence to Wellness Policy related to the objective	By April 15, 2016	Lynnzee/Jordan/Health Team		
Develop a draft policy based on best practices and case studies	By April 22, 2016	Healthy Team		
Present the new draft policy to the staff for feedback and questions	April 25,2016	Lynnzee/Jordan		
Finalize a policy that supports the district wellness policy language and provides recommendations for healthy foods for celebrations and school functions	May 13, 2016	Lynnzee/Joradrn/Health Team/ Alizzy		

**Commented [4]:** Looks good! There's a tons of resources out there for this! Let us know if you need help finding anything (sample policy language, healthy food lists, etc.)

**Commented [5]:** Same as the other SHIP - what action steps can you delegate to engage and involve your other team members?

**Commented [6]:** Same as previous SHIP we will have a meeting towards end of March can we do this then or do you want us to do it now?

Develop a system for supporting the policy implementation for parties and celebrations, including a sign-up sheet for room parents to distribute	May 13, 2016	Health Team		
Present the finalized policy to staff, PTA, and students and families	May 20, 2016	Lynnzee/Jordan/Alizzy		
Publish the written policy in both the student and teacher handbooks	May 31, 2016	Alizabeth Gooding		
Create a file of suggestions for nutritious food choices at parties and inform students of the plan and the purpose/importance of the change in food at parties	Aug 20, 2016	Health Team	\$300	
Research Incentive options for student and staff	May 18, 2016	Lynnzee/Jordan	\$400	
Provide 100% of teachers with a resource containing suggestions for celebrations that don't involve food	Aug 20, 2016	Health Team		
Quarterly surveys about what healthy options are being offered for celebrations.	Aug 20, 2016	Lynnzee/Jordan		
Obtain tracking tool results, analyze data, and write a success story related to healthy food choices (School Wellness Coordinator will provide template)	May 10, 2017	Lynnzee/Jordan/Health Team		
Report to staff on results of increasing healthy food choices at school celebrations (observations, success stories)	May 31, 2017	Lynnzee/Jordan		
Meet as a School Health Team four times during the school year	During May 2016 September 2016 December 2016 and March 2017	All Health Team		
<b>Total Cost</b>			<b>\$700</b>	

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

