

**Michigan Department of Education  
Local Wellness Policy Assessment Plan**

School Name: \_\_\_\_\_

Date: \_\_\_\_\_

<b>Goal #1</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b>	<b>Complete?</b>
Nutritional information of school provided breakfast and lunch will be available to staff, students, and parents digitally.	<ul style="list-style-type: none"> <li>a. Food Service Director will research viable options</li> <li>b. Food Service Director will work with the tech department and Communications Director to develop access on district website.</li> <li>c. Discuss new access with building principals, teachers, aides, parents.</li> </ul>	Complete and available September 2019	<ul style="list-style-type: none"> <li>• Link to nutritional information will be on website.</li> <li>• Communications in district newsletter.</li> <li>• Check in with teacher aides supporting students with special dietary needs.</li> </ul>	<ul style="list-style-type: none"> <li>a. Food Service Director</li> <li>b. Food Service Director</li> <li>c. Assistant Superintendent and Food Service Coordinator</li> </ul>	Students, parents and staff	Anticipated September 2019

<b>Goal #2</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b>	<b>Complete?</b>
Elementary students will have access to a second outdoor recess to encourage physical activity.	<ul style="list-style-type: none"> <li>a. Principals will communicate to teachers the benefits of outdoor recess.</li> <li>b. Outdoor play-scapes will be updated and kept in good condition.</li> <li>c. Midyear, principals will remind teachers of the benefits of outdoor recess and board policy to go outside if temperature is 10 degrees or higher.</li> <li>d. Teachers will collaborate to provide a second recess to students.</li> </ul>	Ongoing throughout school year (August 2018-June 2019)	<ul style="list-style-type: none"> <li>• Outdoor recess schedules monitored by principals</li> <li>• Playground equipment will be inspected annually</li> </ul>	<ul style="list-style-type: none"> <li>a. Principals</li> <li>b. Operations Director/custodians</li> <li>c. Assistant Superintendent and Principals</li> <li>d. Teachers</li> </ul>	Students, staff	Ongoing throughout the school year



<b>Goal #3</b> What do we want to accomplish?	<b>Action Steps</b> What activities need to happen?	<b>Timeline</b> Start dates	<b>Measurement</b> How is progress measured?	<b>Lead Person</b>	<b>Stakeholders</b> Who will be involved and/or impacted?	<b>Complete?</b>
Staff activity to encourage and promote physical activity and healthy habits.	<ul style="list-style-type: none"> <li>a. Brainstorm and decide on district staff activity.</li> <li>b. Communications director advertises opportunity to staff for involvement.</li> <li>c. Incentives provided to encourage and motivate staff.</li> <li>d. Use social media to support and encourage.</li> </ul>	February 2019	Staff teams/staff participation	<ul style="list-style-type: none"> <li>a. Communications Director/Assistant Superintendent</li> <li>b. Communications Director</li> <li>c. Communications Director</li> <li>d. Team Leaders</li> </ul>	Staff	Anticipated March 2019

