

**Statewide Health Improvement Program (SHIP) Grant Action Plan 2009 – 2011**

**Action steps for policies and practices related to tobacco-free campuses, physical activity, and nutrition**

**Robbinsdale Area Schools - District 281**

<b>Action Step #1</b>	
<b>Update Tobacco Policy and Provide Policy Communication to Students, Staff, and Community</b>	
<b>Objectives</b>	<b>Complete</b>
1. Assemble task force (Heather Kehn, Pam Schultz, Brian Koch, Ann Garland, Karin Jax) March 2010	X
2. Rewrite policy by reviewing templates and revise as necessary March 2010	X
3. Review revised district tobacco policy with Healthy Schools Council April 2010	X
4. Bring to School Board by April 2010	X
5. Check discipline handbook for possible revisions by May 2010	X
6. Rewrite statement for employee handbook by May 2010	X
7. Determine cost of updated signs for public entrances at all district buildings April 2010	X
8. Identify new international symbol for tobacco signage April 2010	X
9. Inventory current signage at public entrances at all district buildings and place order by May 2010	X
10. Assess school district vehicles (in addition to buses) for signage by May 2010	X
11. Place consistent, updated tobacco-free signage at all public entrances at all district buildings June – August 2010	X
12. Work with Athletic Directors to implement tobacco-free campus announcements at all sporting events September 2010	X
13. Write a statement that would be used for the programs of school events (plays, concerts) and determine the avenue for including in the program materials September 2010	X
14. Audit randomly selected sporting events for program announcement in January – March 2011	X
<b>Action Step #2</b>	
<b>Update District Wellness Policy, Physical Activity Standard to Include the Following:</b>	
<b>8. Physical Activity is encouraged and promoted across all school district employees.</b>	
<b>Objectives</b>	<b>Complete</b>
1. Revise District Wellness Policy, Physical Activity Standard March 2010	
2. Review revised District Wellness Policy, Physical Activity Standard with Healthy Schools Council March 2010	X
3. Review revised District Wellness Policy, Physical Activity Standard with Cabinet by the end of March 2010	X
4. Develop the communication strategy, <i>Wellness Hub</i> link for Robbinsdale Intranet April 2010	X
5. Establish inventory of current approved staff physical activity events to be posted to <i>Wellness Hub</i> May 2010	X
6. Develop staff physical activity initiatives for district staff in collaboration with schools September 2010-May 2011	X
7. Identify resources and physical activity opportunities with Community Education and City Park and Recreation departments September 2010-May 2011	X
8. Conduct a school employee wellness needs assessment September 2010	X

<b>Action Step #3</b>	
<b>Support compliance of District Wellness Policy procedures through the development of a wellness goal planning tool for use by schools.</b>	
<b>Objectives</b>	<b>Complete</b>
1. Identify evidenced based wellness initiatives for a wellness goal planning tool that are in line with Robbinsdale Area Schools Strategic Plan, Hennepin County Wellness by Design School recommendations and research review by the end of April 2010	X
2. Develop school wellness goal planning tool for use by principals to incorporate a yearly wellness goal as part of their annual school improvement plan April 2010	X
3. Launch school wellness goal setting pilot project that utilizes planning tool May 2010	X
4. Provide technical support to schools related to wellness goals and action planning September 2010 – May 2011	X
5. Evaluate the effectiveness of wellness goal setting tool and action planning assistance September 2010-May 2011	April 2011
<b>Action Step #4</b>	
<b>Increase the number of servings of fruits and vegetables offered during school lunch by offering a daily salad with three fruits or vegetables in addition to lettuce/lettuce mix in all districts' schools during 2010-2011 with portion controlled low fat dressing.</b>	
<b>Objectives</b>	<b>Complete</b>
1. Create a new salad menu (taking into account F/V availability during the year) May 2010	X
2. Conduct taste testing of the different salads and dressings in four schools (2 elementary, 1 middle, 1 high school) May 2010	X
3. Develop an education component to promote the consumption of fruits and vegetables in the school cafeterias September 2010	X
4. Communicate the new nutrition initiative to students, parents, staff September 2010-May 2011	X