

Michigan Department of Education Local Wellness Policy Assessment Plan

School District Name: **Hillsdale Community Schools**

Date: **2018-2019**

Goal What do we want to accomplish?	Action Steps What activities need to happen?	Timeline Start & End	Measurement How is progress measured?	Lead Person	Stakeholders Who will be involved and/or impacted?	Completion Date
Conduct a survey to determine stakeholder awareness of the district's wellness policy.	1. Develop the survey tool	February, 2019	The survey tool is created	Chair of Wellness Committee	Involved: Wellness Policy Review Committee Impacted: Students, Parents, Community, Staff	
	2. Administer the tool	February, 2019 – March, 2019	>25 responses of each "impacted" sub-group	School Principal(s)	Involved: District Staff	
	3. Tally the results	March, 2019	Summary report of responses is created	Secretary	Involved: Wellness Policy Review Committee	
	4. Use the results to develop a communication goal for the wellness policy.	April, 2019	Communication goal is created	Chair of Wellness Committee	Involved: Wellness Policy Review Committee Impacted: Students, Parents, Community, Staff	

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Assessment of the Current Wellness Policy	1. Determine compliance of the current policy.	January, 2019 – March, 2019	Summary report from each school building.	Superintendent	Involved: Administrative Team	
	2. Compare the current policy to the state's model policy.	April, 2019	Checklist for Alignment	Superintendent	Involved: Wellness Committee, Policy committee of the Board	
	3. Determine the amount of progress made for achieving the goals of the wellness current policy.	May, 2019	Summary report from the assessment tool	Superintendent	Involved: Administrative Team	
	4. Update the wellness policy.	May, 2019-June, 2019	Updated Policy is adopted by the Board	Chairman of the Board's Policy Committee	Involved: Wellness Committee, Policy committee of the Board Impacted: All Stakeholders	