**Attendees (bolded):**

**Michelle Kruse**; Rick Carpenter; **Sandy Curran**; **Tom McGuire**; **Christina Medina**; Meagan Patterson; Stacy Heard King; **Cathy Richardson**; Sheila Toner; **Elizabeth Cunningham**; **Devon Strahm**; **Mandy Hartman**; **David Moore**; **Michelle Howren**; Michael Weishaar; **Kathleen Eaton**

**Goal: 70 minutes**

**Call to Order** – Karah Chapman, Chair **(1 minute)**

**Assign Timekeeper and Task Recorder (1 minute)**

**Introductions (10 min):** who are you and why you’re interested in this committee

**Shout Outs: (3 minute)**

* Weight Room (new equipment)
* Gymnasium & facilities upgrades
* Breakfast in classroom equipment upgrades & signage etc. ($250000 in funding to upgrade)
* Lady Jacket Joggers are prepping for the 5k & the great work for strong life skills & self-esteem
* WHAT ELSE?! recommendations/qtrly report of someone meeting the mission of our team and they will be recognized at the district level. We will provide a reminder with the agenda reminder.

**To/Do’s & Update on Previous Meeting Tasks (0 minutes)**

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| **Task** | **Who** | **By When** | **Notes:** |
| **Nominate 1 person from your building that CSW committee can recognize-Michelle will provide nomination form. Should be out to all staff.** | **All members** | **11/19/2019** |  |
| **Michelle will send out photos/updates of breakfast in the classroom photos/updates** | **Michelle Kruse** |  |  |
| **Recruit students via competitions Communicate with staff the 5k information & water bottle distribution**  [www.center5k.com](http://www.center5k.com) | **All Members** | **ASAP** |  |
| **Communicate smart snacks guidelines to district PBIS team** | **Karah** | **11/19/2019** |  |
| **Review the AHG policy changes in comparison with existing policy. Craft a new policy based on the AHG policy and propose for adoption by the board.** | **Sandy Curran; Michelle Kruse; Devon Strahm; Sheila Toner** |  |  |
| **Communications plan and guidance on the new smart snacks standards** | **Michelle & Sandy** | **On or before 11/19/2019** |  |
| Communicate/reinforce Flu Shots  <http://www.58fitness.com/flushots.php>  **10/14: RBE and CMS**  **10/15 CHS and CE**  **10/17 Boone/Early Childhood**  **10/18 ICE and CAS** | **All Members** | **ASAP** |  |
| Health Screenings Communicate/reinforce this information to staff: <http://www.58fitness.com/health-screenings.php>  **10/1 CHS**  **10/3 RBE**  **10/14 CE**  **10/17 Boone/ECE**  **10/29 CAS**  **10/29 CMS**  **10/31 ICE** | **All Members** | **ASAP** |  |
| **Communicate with staff about the school crisis management plan. Your building administrator has a copy of your building’s plan. Work with administration to review and provide feedback.** | **All Members** | **ASAP** |  |
| **Develop and distribute a survey to understand the needs of buildings and what areas are considered to be “deteriorating conditions”** | **Rick C.** | **Have survey results to report 11/19/19** |  |

[**Strategic Plan**](https://docs.google.com/spreadsheets/d/1RXiHyKoiRZctgkVq_YAHYRPhBvzvq5_iwjUTVqpdMVs/edit#gid=1698176965) **(40 minutes)**

**Tour-optional (15 min):** High School Weights Room

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| **Policy & Environment Action Item** | **Person Reporting** | **Progress Report** | **Next Steps/Needs** |
| **Written school health and safety policies**  [**Center Board Policy**](https://simbli.eboardsolutions.com/ePolicy/PrintGenerator.aspx?PC=ADF&Sch=229&S=229&C=A&RevNo=1.52)  [**Healthier Generation Model Policy**](https://www.healthiergeneration.org/media/364) | **Michelle** | **Due: 11/19/2019** | Sub-committee to review the AHG policy changes in comparison with existing policy. Craft a new policy based on the AHG policy and propose for adoption by the board.  **Sub-Committee Member:** Sandy Curran; Michelle Kruse; Devon Strahm; Sheila Toner |
| **Nutrition Services Action Item** | **Person Reporting** | **Progress Report** | **Next Steps/Needs** |
| **Venues outside the cafeteria offer fruits and vegetables** | **Karah** | PBIS incentives to be in alignment.  **Update on 11/19/2019** | Communicate smart snacks guidelines to district PBIS team |
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| **Smart Snacks Action Item** | **Person Reporting** | **Progress Report** | **Next Steps/Needs** |
| [**All foods sold during the school day meet the USDA's Smart Snacks in School nutrition standards.**](https://fns-prod.azureedge.net/sites/default/files/resource-files/USDASmartSnacks_508_62019.pdf) | **Michelle/Sandy** | **Sandy; Michelle and Christina will come back with a district approved smart snacks list and communications roll out plan on or before 11/19/2019.** | Need to update the school district approved smart snacks guidelines.  Once Michelle/Sandy provide the list share these guidelines with your staff and procedures to follow.  Share the appropriate snacks list with parents/PTO. |
| [**All beverages sold during the school day meet the USDA's Smart Snacks in School nutrition standards**](https://fns-prod.azureedge.net/sites/default/files/resource-files/USDASmartSnacks_508_62019.pdf) | **Michelle/Sandy** | **Sandy; Michelle and Christina will come back with a district approved smart snacks list and communications roll out plan on or before 11/19/2019.** | Share these guidelines with your staff.  Share the appropriate snacks list with parents/PTO. |
| [**Fundraising efforts during and outside school hours meet the USDA's Smart Snacks in School nutrition standards**](https://fns-prod.azureedge.net/sites/default/files/resource-files/USDASmartSnacks_508_62019.pdf) | **Michelle/Sandy** | **Sandy; Michelle and Christina will come back with a district approved smart snacks list and communications roll out plan on or before 11/19/2019.** | Share the appropriate snacks list with parents/PTO & Coaches. |
| **Health & PE Action Item** | **Person Reporting** | **Progress Report** | **Next Steps/Needs** |
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| **Physical Activity Action Item** | **Person Reporting** | **Progress Report** | **Next Steps/Needs** |
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| **Employee Wellness Action Item** | **Person Reporting** | **Progress Report** | **Next Steps/Needs** |
| **5K** | **Michelle** | **Michelle will provide outcomes on the 5k on 11/19/2019** | Communicate with staff the 5k information & water bottle distribution  [www.center5k.com](http://www.center5k.com)  The end of the race will end with the Red Bridge block party. Its on social media. 9 different organizations supporting funds. |
| **Flu Shots** | **Michelle** | **10/14: RBE and CMS**  **10/15 CHS and CE**  **10/17 Boone/Early Childhood**  **10/18 ICE and CAS** | Communicate/reinforce this information to staff  <http://www.58fitness.com/flushots.php> |
| **Health Screenings** | **Michelle** | **10/1 CHS**  **10/3 RBE**  **10/14 CE**  **10/17 Boone/ECE**  **10/29 CAS**  **10/29 CMS**  **10/31 ICE** | Communicate/reinforce this information to staff: <http://www.58fitness.com/health-screenings.php>  Prevention checks at personal doctor after July 1st will count for your yearly health screening. 3250 points is what you need to qualify for benefit rewards yearly. |
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| **Crisis/Safety Action Item** | **Person Reporting** | **Progress Report** | **Next Steps/Needs** |
| **Deteriorating condition of the physical facilities in the school. (decrease)** | **Rick** |  | Survey of buildings through a Survey Monkey to develop |
| **Crisis and emergency response plans in place (increase)** | **Karah** | There are plans in each building; Crisis Manager App | Communicate with staff about these. Work with administration to review and provide feedback. |

**Next meeting:**

**Tuesday November 19th 3:45-5pm**