

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

2010-2013 STUDENT WELLNESS ACTION PLAN

Approved by Board May 12, 2010; Revised by Board May 11, 2011

Area of Action: MANAGE and UPDATE DISTRICT STUDENT WELLNESS ACTION PLAN

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate Student Wellness action plan, benchmarks, final products and timelines to responsible parties for each Area of Action	Superintendent or designee (i.e. District Wellness Coordinator)	Report efforts to communicate plan to Wellness Committee by October 1, 2010	District e-mail, staff meetings	Report efforts to communicate plan to Wellness Committee by October 1, 2010 COMPLETED
Report progress toward meeting all action plan benchmarks to District Wellness Committee	Responsible parties for each Area of Action, District Wellness Committee	Agenda items for 1 st , 2 nd and 3 rd quarter Wellness Committee meetings	Progress reports from responsible parties for each Area of Action	Summarize progress toward achieving all action plans and draft recommendations for revising action plans for 2011-12 and 2012-13 COMPLETED
Recommend revisions in action plan for 2011-12 and 2012-13	District Wellness Committee	Recommend revisions to School Board to consider (first reading at May Board meeting, approval in June)	Progress reports from responsible parties and recommendations for revising each Area of Action	Revisions in action plan for 2011-12 and 2012-13 recommended to School Board COMPLETED 05/11/11

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Area of Action: MANAGE and UPDATE DISTRICT STUDENT WELLNESS ACTION PLAN

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate Student Wellness action plan, benchmarks, final products and timelines to responsible parties for each Area of Action	Superintendent or designee (i.e. District Wellness Coordinator)	Report efforts to communicate plan to Wellness Committee by October 1, 2011	District e-mail	Report efforts to communicate plan to Wellness Committee by October 1, 2012
Report progress toward meeting all action plan benchmarks to District Wellness Committee	Responsible parties for each Area of Action, District Wellness Committee	Agenda items for 1 st , 2 nd and 3 rd quarter Wellness Committee meetings	Progress reports from responsible parties for each Area of Action	Summarize progress toward achieving all action plans and draft recommendations for revising action plans for 2012-13
Recommend revisions in action plan for 2012-13	District Wellness Committee	Recommend revisions to School Board to consider (first reading at May Board meeting, approval in June)	Progress reports from responsible parties and recommendations for revising each Area of Action	Revisions in action plan for 2012-13 recommended to School Board

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Area of Action: MANAGE and UPDATE DISTRICT STUDENT WELLNESS ACTION PLAN

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate Student Wellness action plan, benchmarks, final products and timelines to responsible parties for each Area of Action	Superintendent or designee (i.e. District Wellness Coordinator)	Report efforts to communicate plan to Wellness Committee by October 1, 2012	District e-mail	Report efforts to communicate plan to Wellness Committee by October 1, 2012
Report progress toward meeting all action plan benchmarks to District Wellness Committee	Responsible parties for each Area of Action, District Wellness Committee	Agenda items for 1 st , 2 nd and 3 rd quarter Wellness Committee meetings	Progress reports from responsible parties for each Area of Action	Summarize progress toward achieving all action plans and draft recommendations for revising 3-year action plans for 2012-15
Administer student wellness assessment (e.g. School Health Index)	Superintendent or designee (e.g. District Wellness Coordinator)	Complete assessment by January 1, 2013, report progress at 1 st and 2 nd quarter Wellness Committee meetings	Student wellness assessment tool	Communicate findings to District Wellness Committee by 3 rd quarter of 2012-13 to incorporate into revised 3-year action plan for 2013-16
Recommend revisions in 3-year action plan for 2013-16	District Wellness Committee	Recommend revisions to School Board to consider (first reading at May Board meeting, approval in June)	Progress reports from responsible parties and recommendations for revising each Area of Action	Revisions in 3-year action plan for 2013-16 recommended to School Board

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Area of Action: SCHOOL HEALTH AND SAFETY POLICIES AND ENVIRONMENT (Module 1)

2010-11 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Written crisis response plan updated and widely communicated to staff and practiced	Principals, District administration, School staff	Report of crisis response plan update, widely communicated to staff and practiced each semester	Time to update plan, train staff and practice	Log that records written crisis response plan updated, widely communicated to staff and practiced each semester COMPLETED
School crisis plans for parents (what to do, what not to do) created, widely communicated in home languages, and posted on school websites	Site administrators	Plans created and reported to Wellness Committee by October 1, 2010	School crisis plans	Plans created and reported to Wellness Committee by October 1, 2010 NOT ATTEMPTED
Staff development provided to all staff on preventing unintentional injuries, violence, and suicide	Principals, District administration, Crisis counselors School staff	Plan to address identified topics, log that records staff development activities each semester	Community resources, Teen Counseling speakers	Plan to address identified topics, log that records staff development activities each semester ONGOING
Provide tobacco cessation resources and referrals to students and families	Health Techs, Nurses, Principals	By October 1, 2010 tobacco cessation resources and referrals distributed to staff and posted at schools and on websites	Community resources, on-line self-help resources (Amer. Lung Assoc., CANobutts.), Teen Counseling speakers	By October 1, 2010 tobacco cessation resources and referrals distributed to staff and posted at schools and on websites ONGOING
All staff will receive professional development on asthma management and indoor air quality issues	Principals, Health Techs, Nurses	Plan to provide training, log that records staff development activities each semester	Community resources and speakers, Teen Counseling speakers	Plan to provide training, log that records staff development activities each semester ONGOING

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Area of Action: SCHOOL HEALTH AND SAFETY POLICIES AND ENVIRONMENT (Module 1)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Continue to seek ways to support students to overcome barriers to learning (e.g. tutoring, mental health, student assistance programs, assistance in classrooms, parenting education, school-home communication in home languages)	Principals, District administration, Teen Counseling Project, Title I Coordinators, EL Coordinators, SAP Collaborative	Support program staffing maintained or improved each semester	General funds Title I funds EL funds SAP grants Migrant Education Volunteers	Support program staffing maintained or improved each school year
Provide adequate outdoor lighting on school sites	Principals / designees, District administration, Maintenance staff	Check each semester to ensure adequate outdoor lighting, remedy as needed	General funds Facility use fees	By April 1, 2012 plan to remedy lighting deficiencies accomplished
Provide adequate supervision (camera surveillance) on school sites	Principals / designees, District administration, Maintenance staff	Check each semester to ensure adequate surveillance, remedy as needed	General funds Facility use fees	By April 1, 2012 plan to remedy surveillance deficiencies accomplished
Pet poo pickup signs and stations installed	Principals / designees, District administration, Maintenance staff	Check each semester to ensure maintenance	General funds Facility use fees	Installed by October 1, 2011
Continue to seek ways to reduce / eliminate bullying, cyberbullying, or other harassment (e.g. diversity events, Challenge Day, Safe School Ambassadors)	Principals, District administration, School staff	Programs maintained or improved each semester	General funds, Donations, Teen Counseling Project	Programs maintained or improved each school year

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Area of Action: SCHOOL HEALTH AND SAFETY POLICIES AND ENVIRONMENT (Module 1)

2011-12 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Written crisis response plan updated and widely communicated to staff and practiced	Principals, District administration, School staff	Report of crisis response plan update, widely communicated to staff and practiced each semester	Time to update plan, train staff and practice	Log that records written crisis response plan updated, widely communicated to staff and practiced each semester
Make home crisis response plan from County Health Dept. available to families at school and on website	Site administrators	Report progress to Committee by October 1, 2011	Home crisis response plan from County Health Dept.	Report to Committee by October 1, 2011
Staff development provided to all staff on preventing unintentional injuries, violence, and suicide	Principals, District administration, Crisis counselors School staff	Plan to address identified topics, log that records staff development activities each semester	Community resources, Teen Counseling speakers	Plan to address identified topics, log that records staff development activities each semester
Provide tobacco cessation resources and referrals to students and families	Health Techs, Nurses, Principals	Update and report to Wellness Committee by October 1, 2011	Community resources, on-line self-help resources (Amer. Lung Assoc., CAnobutts), Teen Counseling speakers	Update and report to Wellness Committee by October 1, 2011
All staff will receive professional development on asthma management and indoor air quality issues	Principals, Health Techs, Nurses	Report to Wellness Committee by October 1, 2011	Community resources and speakers, Teen Counseling speakers	Report to Wellness Committee by October 1, 2011

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Area of Action: SCHOOL HEALTH AND SAFETY POLICIES AND ENVIRONMENT (Module 1)

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Continue to seek ways to support students to overcome barriers to learning (e.g. tutoring, mental health, student assistance programs, assistance in classrooms, parenting education, school-home communication in home languages)	Principals, District administration, Teen Counseling Project, Title I Coordinators, EL Coordinators, SAP Collaborative	Support program staffing maintained or improved each semester	General funds Title I funds EL funds SAP grants Migrant Education Volunteers	Support program staffing maintained or improved each school year
Provide adequate outdoor lighting on school sites	Principals / designees, District administration, Maintenance staff	Check each semester to ensure adequate outdoor lighting, remedy as needed	General funds Facility use fees	By April 1, 2013 plan to remedy lighting deficiencies accomplished
Provide adequate supervision (camera surveillance) on school sites	Principals / designees, District administration, Maintenance staff	Check each semester to ensure adequate surveillance, remedy as needed	General funds Facility use fees	By April 1, 2013 plan to remedy surveillance deficiencies accomplished
Pet poo pickup signs and stations installed	Principals / designees, District administration, Maintenance staff	Check each semester to ensure maintenance	General funds Facility use fees	Installed by October 1, 2012
Continue to seek ways to reduce / eliminate bullying, cyberbullying, or other harassment (e.g. diversity events, Challenge Day, Safe School Ambassadors)	Principals, District administration, School staff	Programs maintained or improved each semester	General funds, Donations, Teen Counseling Project	Programs maintained or improved each school year

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Area of Action: SCHOOL HEALTH AND SAFETY POLICIES AND ENVIRONMENT (Module 1)

2012-13 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Written crisis response plan updated and widely communicated to staff and practiced	Principals, District administration, School staff	Report of crisis response plan update, widely communicated to staff and practiced each semester	Time to update plan, train staff and practice	Log that records written crisis response plan updated, widely communicated to staff and practiced each semester
Make home crisis response plan from County Health Dept. available to families at school and on website	Site administrators	Report progress to Committee by October 1, 2012	Home crisis response plan from County Health Dept.	Report to Committee by October 1, 2012
Staff development provided to all staff on preventing unintentional injuries, violence, and suicide	Principals, District administration, Crisis counselors School staff	Plan to address identified topics, log that records staff development activities each semester	Community resources, Teen Counseling speakers	Plan to address identified topics, log that records staff development activities each semester
Provide tobacco cessation resources and referrals to students and families	Health Techs, Nurses, Principals	Update and report to Wellness Committee by October 1, 2012	Community resources, on-line self-help resources (Amer.Lung Assoc., CANobuttts), Teen Counseling speakers	Update and report to Wellness Committee by October 1, 2012
All staff will receive professional development on asthma management and indoor air quality issues	Principals, Health Techs, Nurses	Report to Wellness Committee by October 1, 2012	Community resources and speakers, Teen Counseling speakers	Report to Wellness Committee by October 1, 2012

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Area of Action: HEALTH EDUCATION (Module 2)

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Align District core health topics, instructional materials and guest speakers with state standards and District sex education policy (revised in 2009-10)	Health teachers, Superintendent	Report to Wellness Committee by October 1, 2010	Health Framework, Health Text, Courses of study, District policies, Speaker series	Curriculum outline that ensures each 9 th grade health student will be introduced to the core health topics and aligns instructional materials and guest speakers with standards and policies ONGOING
Establish a schedule for classroom presentations by Community-based Organizations	District Health Speaker Coordinator, Health teachers	Schedules set by end of 1 st quarter	Teen Counseling Project, Community-based Organizations, Speaker Series Coordinator	Health speaker schedule in place for 2 nd quarter COMPLETED
Provide staff development for health teachers	Health teachers and Administrators locate, fund and participate	By January 15, 2011 check registrations for staff development presentations	CA Dept of Ed, SCOE, ACLU, Teen Health Advocacy Coalition	Roster of attendees and summary of staff development provided by health teachers ONGOING

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Area of Action: HEALTH EDUCATION (Module 2)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Align District core health topics, instructional materials and guest speakers with state standards and District sex education policy (revised in 2009-10)	Health teachers, Superintendent	Report to Wellness Committee by October 1, 2011	Health Framework, Health Text, Courses of study, District policies, Speaker series	Curriculum outline that ensures each 9 th grade health student will be introduced to the core health topics and aligns instructional materials and guest speakers with standards and policies
Establish a schedule for classroom presentations by Community-based Organizations	District Health Speaker Coordinator, Health teachers	Schedules set by end of 1 st quarter	Teen Counseling Project, Community-based Organizations, teacher expertise	Health speaker schedule in place for 2 nd quarter
Provide staff development for health teachers	Health teachers and Administrators locate, fund and participate	By January 15, 2012 check registrations for staff development presentations	CA Dept of Ed, SCOE, ACLU	Roster of attendees and summary of staff development provided by health teachers
Ensure comprehensive health curriculum is delivered	Health teachers, Administrators	See Final Product	Health Framework. Health Text. compliance check-list	Annual review of compliance check-list

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Area of Action: HEALTH EDUCATION (Module 2)

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Establish a schedule for classroom presentations by Community-based Organizations	District Health Speaker Coordinator, Health teachers	Schedules set by end of 1 st quarter	Teen Counseling Project, Community-based Organizations, teacher expertise	Health speaker schedule in place for 2 nd quarter
Provide staff development for health teachers	Health teachers and Administrators locate, fund and participate	By January 15, 2012 check registrations for staff development presentations	CA Dept of Ed, SCOE, ACLU	Roster of attendees and summary of staff development provided by health teachers
Ensure comprehensive health curriculum is delivered	Health teachers, Administrators	See Final Product	Health Framework. Health Text. compliance check-list	Annual review of compliance check-list

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Area of Action – PHYSICAL EDUCATION AND PHYSICAL ACTIVITY PROGRAMS (Module 3)

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate to School Board that 10 th grade PE waiver and no PE required for 11 th and 12 th grade do not support student health and wellness per School Health Index; seek direction from School Board	PE Department Chairs, Superintendent	Address School Board by November 1, 2010; Report to Wellness Committee by February 1, 2011	School Health Index, State framework, District Policy	Update Student Wellness Action Plan to reflect direction received from to School Board by May 1, 2011 NOT ATTEMPTED
At each site, invite community groups and/or recruit a student (Teacher Assistant, video student, senior project, etc.) to promote and publicize community physical activities using school daily bulletins, websites, etc.	PE Department Chairs	Progress report to Wellness Committee by November 1, 2010	Anthony Taylor at IWalk, access to school daily bulletins, websites, etc.	Final evaluation of results reported to Wellness Committee by May 1, 2011 NOT ATTEMPTED
Produce baseline measure of percent of boys and percent of girls in 2009-10 who participated in interscholastic sports or other school-sponsored extracurricular physical activity programs, and design plan to meet goal of at least 50% of boys and at least 50% of girls participating	Athletic Directors, PE Department Chairs	Report baseline measure and plan to Wellness Committee by October 1, 2010	None required	Final report to Wellness Committee on progress toward meeting participation goal. COMPLETED AHS boys = 55% AHS girls = 38% EMHS boys = 51% EMHS girls = 40% LHS boys = 14% LHS girls = 18%

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Area of Action – PHYSICAL EDUCATION AND PHYSICAL ACTIVITY PROGRAMS (Module 3)

2010-11 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Ensure that spaces and facilities for physical activity are maintained to maximize safety	PE Department Chairs, Athletic Directors, Maintenance Director, Assistant Superintendent	By September 1, 2010, meet to decide who will inspect facilities and report maintenance needed, and follow-up on maintenance deficiencies	Inspection guidelines (if needed), SchoolDude maintenance work order system	Report to Wellness Committee by May 1, 2011 ONGOING

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Area of Action: PHYSICAL EDUCATION AND PHYSICAL ACTIVITY PROGRAMS (Module 3)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate to School Board that 10 th grade PE waiver and no PE required for 11 th and 12 th grade do not support student health and wellness per School Health Index; seek direction from School Board	PE Department Chairs, Superintendent	Address School Board By November 1, 2011; Report to Wellness Committee by February 1, 2012	School Health Index, State framework, District Policy	Update Student Wellness Action Plan to reflect direction received from to School Board by May 1, 2012
Make school daily bulletins, Websites and bulletin boards Available for students and/or community groups to promote and publicize community physical activities (changed from “active” to “passive” approach)	PE Department Chairs	Progress report to Wellness Committee by November 1, 2011	Anthony Taylor at IWalk, access to school daily bulletins, websites, etc.	Final evaluation of results reported to Wellness Committee by May 1, 2012
Compare percent of boys and percent of girls who participated in interscholastic sports or other school-sponsored extracurricular physical activity programs in 2009-10 to 2010-11, and design plan to meet goal of at least 50% of boys and at least 50% of girls participating	Athletic Directors, PE Department Chairs	Report percentages in 2009-10 and 2010-11, and plan to Wellness Committee by October 1, 2011	None required	Final report to Wellness Committee on progress toward meeting participation goal, update Student Wellness Action Plan (if needed), by May 1, 2012

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Area of Action – PHYSICAL EDUCATION AND PHYSICAL ACTIVITY PROGRAMS (Module 3)

2011-12 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Ensure that spaces and facilities for physical activity are maintained to maximize safety	PE Department Chairs, Athletic Directors, Maintenance Director, Assistant Superintendent	By September 1, 2011, meet to decide who will inspect facilities and report maintenance needed, and follow-up on maintenance deficiencies	Inspection guidelines (if needed), SchoolDude maintenance work order system	Report to Wellness Committee by May 1, 2012

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Area of Action: PHYSICAL EDUCATION AND PHYSICAL ACTIVITY PROGRAMS (Module 3)

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Follow-up on direction provided by School Board regarding providing physical education and physical activity for all students by changing 10 th grade PE waiver and no PE required for 11 th and 12 th grades	PE Department Chairs, Superintendent	Report to Wellness Committee by February 1, 2013	School Health Index, State framework, District Policy	Update Student Wellness Action Plan to reflect direction received from to School Board by May 1, 2013
Make school daily bulletins, Websites and bulletin boards Available for students and/or community groups to promote and publicize community physical activities (changes from “active” to “passive” approach)	PE Department Chairs	Progress report to Wellness Committee by November 1, 2012	Anthony Taylor at IWalk, access to school daily bulletins, websites, etc.	Final evaluation of results reported to Wellness Committee by May 1, 2013
Compare percent of boys and percent of girls who participated in interscholastic sports or other school-sponsored extracurricular physical activity programs in 2009-10, 2010-11 and 2011-12, and design a plan to meet goal of at least 50% of boys and at least 50% of girls participating	Athletic Directors, PE Department Chairs	Report percentages in 2009-10, 2010-11 and 2011-12, and plan to Wellness Committee by October 1, 2012	None required	Final report to Wellness Committee on progress toward meeting participation goal, update Student Wellness Action Plan (if needed), by May 1, 2013

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Area of Action – PHYSICAL EDUCATION AND PHYSICAL ACTIVITY PROGRAMS (Module 3)

2012-13 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Ensure that spaces and facilities for physical activity are maintained to maximize safety	PE Department Chairs, Athletic Directors, Maintenance Director, Assistant Superintendent	By September 1, 2012, meet to decide who will inspect facilities and report maintenance needed, and follow-up on maintenance deficiencies	Inspection guidelines (if needed), SchoolDude maintenance work order system	Report to Wellness Committee by May 1, 2013

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Area of Action: NUTRITION SERVICES (Module 4)

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Research feasibility of moving from federal lunch program to other nutrition services	Food Service Manager, District Administration	Report to Wellness Committee by February 1, 2011	County Health Department, other school districts	Report to Wellness Committee by February 1, 2011 COMPLETED
Survey students and parents to find out if meals are appealing, if other menus are preferred, and other suggestions and feedback	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2010	On-line or paper survey, tasting samples	Action plan based on survey results reviewed by Wellness Committee by May 1, 2011 COMPLETED
Survey students and parents to find out if a la carte offerings are appealing if other menus are preferred, and other suggestions and feedback	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2010	On-line or paper survey, tasting samples	Action plan based on survey Results reviewed by Wellness Committee by May 1, 2011 COMPLETED
Phase out hot cocoa, iced tea and other “non-healthy” food and beverage choices	Food Service Manager	Report to Wellness Committee by October 1, 2010	None required	Report to Wellness Committee by October 1, 2010 COMPLETED

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Area of Action: NUTRITION SERVICES (Module 4)

2010-11 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Increase collaboration between food service staff and teachers regarding nutrition education, healthy eating, and cafeteria use	Food Service Manager Site Administration Site faculty	Speak to staff meeting by November 1, 2010; Create action plan by November 15, 2010	Faculty meeting time, time to follow-up with teachers	Report to site faculty and Wellness Committee by May 1, 2011 COMPLETED
Provide annual staff development to Food Service Manager on meeting dietary guidelines, nutrition education and high school food service management	Food Service Manager District Administration	Provide summary of staff development activities to District Administration by April 20, 2011	Local, state or federal food service staff development presentations (e.g. CASBO and CDE)	Provide summary of staff development activities to Wellness Committee by May 30, 2011 COMPLETED
Provide training to food service staff on meeting dietary guidelines	Food Service Manager	Provide training and report to Wellness Committee by October 1, 2010	Local, state or federal training materials and presentations (e.g. Food Buying Guide for Child Nutrition Programs, USDA web sites)	Report to Wellness Committee by December 15, 2010 COMPLETED
Provide training to food service staff on Nutrikids Point of Service software system	Food Service Manager	Provide training and report to Wellness Committee by October 1, 2010	Nutrikids Point of Service training materials	Report to Wellness Committee by December 15, 2010 COMPLETED

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Area of Action: NUTRITION SERVICES (Module 4)

2010-11 (continued from previous 2 pages)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Make cafeterias more attractive for students (physical space, special events and community luncheons, marketing of menus, etc.)	Food Service Manager, Site Administration, Leadership Class	Meet with Leadership class and formulate Action plan by November 1, 2010	Funding from school and community sources	Report to Wellness Committee by May 1, 2011 COMPLETED
Provide training to increase food service staff preparation for food emergencies, staff safety and food handling	Food Service Manager, Site Administration, District Administration	Provide review of food handling and medical emergencies (choking, severe food allergies, diabetic reactions, etc.) by September 1, 2010	Food handling trainer, medical emergency trainer, staff development funding	Report to Wellness Committee by December 15, 2010 SCHEDULED, NOT COMPLETED

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Area of Action: NUTRITION SERVICES (Module 4)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Implement findings / recommendations from 2010-11 regarding feasibility of moving from federal lunch program to other nutrition services	Food Service Manager, District Administration	Report to Wellness Committee by February 1, 2012	County Health Department, other school districts	Report to Wellness Committee by February 1, 2012
Survey students to find out if meals are appealing and if other menus are preferred	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2011	On-line or paper survey, tasting samples	Action plan based on survey Results reviewed by Wellness Committee by May 1, 2012
Survey students to find out if a la carte offerings are appealing and if other offerings are preferred	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2011	On-line or paper survey, tasting samples	Action plan based on survey Results reviewed by Wellness Committee by May 1, 2012
Increase collaboration between food service staff and teachers regarding nutrition education, healthy eating, and cafeteria use	Food Service Manager Site Administration Site faculty	Speak to staff meeting by November 1, 2011 Create action plan by November 15, 2011	Faculty meeting time, time to follow-up with teachers	Report to site faculty and Wellness Committee by May 1, 2012

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Area of Action: NUTRITION SERVICES (Module 4)

2011-12 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Provide annual staff development to Food Service Manager on meeting dietary guidelines, nutrition education and high school food service management	Food Service Manager District Administration	Provide summary of staff development activities to District Administration by April 20, 2012	Local, state or federal food service staff development presentations (e.g. CASBO and CDE)	Provide summary of staff development activities to Wellness Committee by May 30, 2012
Provide training to food service staff on meeting dietary guidelines	Food Service Manager	Provide training and report to Wellness Committee by October 1, 2011	Local, state or federal training materials and presentations (e.g. Food Buying Guide for Child Nutrition Programs, USDA web sites)	Report to Wellness Committee by December 15, 2011
Provide training to food service staff on Nutrikids Point of Service software system	Food Service Manager	Provide training and report to Wellness Committee by October 1, 2011	Nutrikids Point of Service training materials	Report to Wellness Committee by December 15, 2011
Make cafeterias more attractive for students (physical space, special events and community luncheons, marketing of menus, etc.)	Food Service Manager, Site Administration, Leadership Class	Meet with Leadership class and formulate Action plan by November 1, 2011	Funding from school and community sources	Report to Wellness Committee by May 1, 2012

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Area of Action: NUTRITION SERVICES (Module 4)

2011-12 (continued from previous 2 pages)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Provide training to increase food service staff preparation for food emergencies, staff safety and food handling	Food Service Manager, Site Administration, District Administration	Provide review of food handling and medical emergencies (choking, severe food allergies, diabetic reactions, etc.) by September 1, 2011	Food handling trainer, medical emergency trainer, staff development funding	Report to Wellness Committee by December 15, 2011

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Area of Action: NUTRITION SERVICES (Module 4)

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Implement findings / recommendations from 2010-11 regarding feasibility of moving from federal lunch program to other nutrition services	Food Service Manager, District Administration	Report to Wellness Committee by February 1, 2013	County Health Department, other school districts	Report to Wellness Committee by February 1, 2013
Survey students to find out if meals are appealing and if other menus are preferred	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2012	On-line or paper survey, tasting samples	Action plan based on survey Results reviewed by Wellness Committee by May 1, 2013
Survey students to find out if a la carte offerings are appealing and if other offerings are preferred	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2012	On-line or paper survey, tasting samples	Action plan based on survey Results reviewed by Wellness Committee by May 1, 2013
Increase collaboration between food service staff and teachers regarding nutrition education, healthy eating, and cafeteria use	Food Service Manager Site Administration Site faculty	Speak to staff meeting by November 1, 2012 Create action plan by November 15, 2012	Faculty meeting time, time to follow-up with teachers	Report to site faculty and Wellness Committee by May 1, 2013

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Approved by Board May 12, 2010; Revised by Board May 11, 2011

Area of Action: NUTRITION SERVICES (Module 4)

2012-13 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Provide annual staff development to Food Service Manager on meeting dietary guidelines, nutrition education and high school food service management	Food Service Manager District Administration	Provide summary of staff development activities to District Administration by April 20, 2013	Local, state or federal food service staff development presentations (e.g. CASBO and CDE)	Provide summary of staff development activities to Wellness Committee by May 30, 2013
Provide training to food service staff on meeting dietary guidelines	Food Service Manager	Provide training and report to Wellness Committee by October 1, 2012	Local, state or federal training materials and presentations (e.g. Food Buying Guide for Child Nutrition Programs, USDA web sites)	Report to Wellness Committee by December 15, 2012
Provide training to food service staff on Nutrikids Point of Service software system	Food Service Manager	Provide training and report to Wellness Committee by October 1, 2012	Nutrikids Point of Service training materials	Report to Wellness Committee by December 15, 2012
Make cafeterias more attractive for students (physical space, special events and community luncheons, marketing of menus, etc.)	Food Service Manager, Site Administration, Leadership Class	Meet with Leadership class and formulate Action plan by November 1, 2012	Funding from school and community sources	Report to Wellness Committee by May 1, 2013

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Approved by Board May 12, 2010; Revised by Board May 11, 2011

Area of Action: NUTRITION SERVICES (Module 4)

2012-13 (continued from previous 2 pages)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Provide training to increase food service staff preparation for food emergencies, staff safety and food handling	Food Service Manager, Site Administration, District Administration	Provide review of food handling and medical emergencies (choking, severe food allergies, diabetic reactions, etc.) by September 1, 2012	Food handling trainer, medical emergency trainer, staff development funding	Report to Wellness Committee by December 15, 2012

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Approved by Board May 12, 2010; Revised by Board May 11, 2011

Area of Action: SCHOOL HEALTH SERVICES (Module 5)

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Enter records of known students diagnosed with asthma, seizure disorders, diabetes, other chronic diseases on Aeries	Attendance Clerks, Health Techs	By January 1 of school year, review Aeries records of chronic diseases	nothing new needed	By May 1, 2011, Aeries records will show students' chronic diseases COMPLETED
Help students manage chronic diseases, including alerting teachers how to help support students with these health issues	Health Techs	By February 15 of school year, Progress Report to District Wellness Committee	Sonoma County Asthma Coalition, American Lung Association, school nurses	Final Report to District Wellness Committee COMPLETED
E-mail "health concerns list" to site faculty, coaches and administration	Health Techs	By October 15 of school year, review "health concerns list" e-mailed	nothing new needed	Review "health concerns list" e-mailed PARTLY COMPLETED
Make updated referral information available in offices and from all school staff to students who use tobacco or self-refer or need information	Health Techs	By October 15 of school year, updated tobacco referral information and referral list	Sonoma County Asthma Coalition, American Lung Association, Community-based Organizations	Updated tobacco referral information and referral list COMPLETED

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Approved by Board May 12, 2010; Revised by Board May 11, 2011

Area of Action: SCHOOL HEALTH SERVICES (Module 5)

2010-11 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate Sonoma County health and wellness resources to students, parents (to the extent possible, in home languages) and staff	Health Techs	By January 15 of school year, post links to resource lists ((e.g. 2-1-1, teen clinics, SAY, lung health line, www.socoyouth.org , Sonoma Co. Maternal, Child, Adolescent Health toll free line, etc.) on school websites, e-mail announcements, and bulletin boards	Links to Sonoma County health and wellness resources, Rotary Club mini-grant if funding needed	Links school websites, e-mail announcements, postings on bulletin boards COMPLETED (Wellness Website)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Continue all activities from first year				

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Continue all activities from first year				

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Area of Action: SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES (Module 6)

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
<p>PROJECT SUCCESS / ALCOHOL & OTHER DRUGS Secure funding to sustain Project SUCCESS after federal grant for this program ends June 30, 2010</p>	District administration, West County Community Services	By October 1 of school year, report to Wellness Committee on Project SUCCESS sustainability	Sonoma County Student Assistance Program Coalition	By May 1 of school year, report to Wellness Committee funding for Project SUCCESS sustainability COMPLETED (full funding not secured as of 05-2-11)
<p>CRISIS COUNSELING Secure funding to sustain Crisis Counselor level of service provided in 2009-10</p>	District administration and Teen Counseling Project	By October 1 of school year, report to Wellness Committee on Crisis Counselor funding and level of service	Community grants, Sonoma State interns, Teen Counseling Project, West County Medi-Cal Collaborative	By May 1 of school year, report to Wellness Committee on Crisis Counselor funding and level of service COMPLETED (full funding not secured as of 05-2-11)
<p>ACADEMIC / CAREER / VOCATIONAL Provide all 9th and 10th graders with Kuder on-line career planning account and an understanding of operating the system</p>	Academic Counselors, Career Center Tech, Teachers	By November 1 of school year - all 10 th graders By May 1 of school year – all 9 th graders	School staff, District / Sonoma County ROP	By May 1 of school year, all 9 th and 10 th graders will have a Kuder account and an Individualized Career Preparation Plan PARTLY COMPLETED EMHS gd 9=50%, 10=60%, 11=65%, 12=75% AHS gd 9=0%, 10=83%, 11=100%, 12=0%

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Area of Action: SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES (Module 6)

2010-11 (continued)

<p>SOCIAL / EMOTIONAL / PHYSICAL A comprehensive listing of all community resources for social, emotional and physical health will be available via:</p> <ul style="list-style-type: none"> • School web pages • Newsletters • Laminated classroom and office posters • Flyers in health offices and other campus locations 	<p>Administrators and Academic Counselors</p>	<p>Project completed by December 1 of school year</p>	<p>Sonoma County health and wellness resource listings (e.g. 2-1-1, teen clinics, lung health line, www.soco youth.org, Sonoma Co. Maternal, Child, Adolescent Health toll free line), Counselor references, Health Techs (tobacco use reduction resources), community agencies and organizations</p>	<p>By December 1 of school year, students, parents and staff will have access to a comprehensive listing of all community resources for social, emotional and physical health</p> <p align="center">COMPLETED, BUT ONLY USING WELLNESS WEBPAGE</p>
<p>ACADEMIC WELLNESS Reduce the number of all students scoring in the Far Below Basic levels on the English and math CSTs in spring 2010 testing by 5% compared to spring 2009 testing</p>	<p>Administration, Counselors, Teachers, Support Staff</p>	<p>Review results of spring 2009 CST testing with Wellness Committee by October 1, 2010</p>	<p>Textbooks, curriculum and instructional practices aligned with the content standards, Formal benchmark assessments predictive of CST results</p>	<p>Higher degree of high school success for students, students will be prepared for and successful in their college or career pathways</p> <p align="center">ONGOING</p>

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Area of Action: SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES (Module 6)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
<p align="center">PROJECT SUCCESS / ALCOHOL & OTHER DRUGS</p> Secure funding to sustain Project SUCCESS after county grants for this program end June 30, 2011	District administration, West County Community Services	By October 1 of school year, report to Wellness Committee on Project SUCCESS sustainability	Sonoma County Student Assistance Program Coalition	By May 1 of school year, report to Wellness Committee funding for Project SUCCESS sustainability
<p align="center">CRISIS COUNSELING</p> Secure funding to sustain Crisis Counselor level of service provided in 2009-10	District administration and Teen Counseling Project	By October 1 of school year, report to Wellness Committee on Crisis Counselor funding and level of service	Community grants, Sonoma State interns, Teen Counseling Project	By May 1 of school year, report to Wellness Committee on Crisis Counselor funding and level of service
<p align="center">ACADEMIC / CAREER / VOCATIONAL</p> Provide all 9 th , 10 th and 11 th graders with Kuder on-line career planning account and an understanding of operating the system	Academic Counselors, Career Center Tech, Teachers	By November 1 of school year - all 10 th and 11 th graders By May 1 of school year – all 9 th graders	School staff, District and Sonoma County ROP continuation of Kuder services	By May 1 of school year, all 9 th , 10 th and 11 th graders will have a Kuder account and an Individualized Career Preparation Plan

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Area of Action: SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES (Module 6)

2011-12 (continued)

<p>SOCIAL / EMOTIONAL / PHYSICAL A comprehensive listing of all community resources for social, emotional and physical health will be available via:</p> <ul style="list-style-type: none"> • School web pages • <i>Newsletters</i> • <i>Laminated classroom and office posters</i> • <i>Flyers in health offices and other campus locations</i> 	<p>Administrators and Academic Counselors</p>	<p>Project completed by December 1 of school year</p>	<p>Sonoma County health and wellness resource listings (e.g. 2-1-1, teen clinics, lung health line, www.socoyouth.org, Sonoma Co. Maternal. Child, Adolescent Health toll free line), Counselor references, Health Techs (tobacco use reduction resources), community agencies and organizations</p>	<p>By December 1 of school year, students, parents and staff will have access to a comprehensive listing of all community resources for social, emotional and physical health</p>
<p>ACADEMIC WELLNESS Reduce the number of all students scoring in the Far Below Basic levels on the English and math CST's by 4% on spring 2011 testing compared to spring 2010 testing</p>	<p>Administration, Counselors, Teachers, Support Staff</p>	<p>Review results of spring 2011 CST testing with Wellness Committee by October 1, 2011</p>	<p>Textbooks, curriculum and instructional practices aligned with the content standards, benchmark assessments predictive of CST results</p>	<p>Higher degree of high school success for students, students will be prepared for and successful in their college or career pathways</p>

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Area of Action: SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES (Module 6)

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
<p align="center">PROJECT SUCCESS / ALCOHOL & OTHER DRUGS</p> <p>Secure funding to sustain Project SUCCESS</p>	District administration, West County Community Services	By October 1 of school year, report to Wellness Committee on Project SUCCESS sustainability	Sonoma County Student Assistance Program Coalition	By May 1 of school year, report to Wellness Committee funding for Project SUCCESS sustainability
<p align="center">CRISIS COUNSELING</p> <p>Secure funding to sustain Crisis Counselor level of service provided in 2009-10</p>	District administration and Teen Counseling Project	By October 1 of school year, report to Wellness Committee on Crisis Counselor funding and level of service	Community grants, Sonoma State interns, Teen Counseling Project, West County Medi-Cal Collaborative	By May 1 of school year, report to Wellness Committee on Crisis Counselor funding and level of service
<p align="center">ACADEMIC / CAREER / VOCATIONAL</p> <p>Provide all 9th through 12th graders with Kuder on-line career planning account and an understanding of operating the system</p>	Academic Counselors, Career Center Tech, Teachers	By October 1, 2012 – all 11 th and 12 th graders, By November 1, 2012 - all 10 th graders, By May 1 of 2013 – all 9 th graders	School staff, District and Sonoma County ROP	By May 1, 2013, all students in grades 9-12 will have a Kuder account and an Individualized Career Preparation Plan

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Area of Action: SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES (Module 6)

2012-13 (continued)

<p>SOCIAL / EMOTIONAL / PHYSICAL A comprehensive listing of all community resources for social, emotional and physical health will be available via:</p> <ul style="list-style-type: none"> • School web pages • <i>Newsletters</i> • <i>Laminated classroom and office posters</i> • <i>Flyers in health offices and other campus locations</i> 	<p>Administrators and Academic Counselors</p>	<p>Project completed by December 1, 2012</p>	<p>Sonoma County health and wellness resource listings (e.g. 2-1-1, teen clinics, lung health line, www.soco youth.org, Sonoma Co. Maternal. Child, Adolescent Health toll free line), Counselor references, Health Techs (tobacco use reduction resources), community agencies and organizations</p>	<p>By December 1, 2012, students, parents and staff will have access to a comprehensive listing of all community resources for social, emotional and physical health</p>
<p>ACADEMIC WELLNESS Reduce the number of all students scoring in the Far Below Basic levels on the English and math CST's by 4% on spring 2012 compared to spring 2011 testing</p>	<p>Administration, Counselors, Teachers, Support Staff</p>	<p>Review results of spring 2012 CST testing with Wellness Committee by October 1, 2012</p>	<p>Textbooks, curriculum and instructional practices aligned with the content standards, Formal benchmark assessments predictive of CST results</p>	<p>Higher degree of high school success for students, students will be prepared for and successful in their college or career pathways</p>

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Area of Action: HEALTH PROMOTION FOR STAFF (Module 7)

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Contact CVT and Kaiser to arrange annual health screening at school sites for all staff (day and night staff)	District Personnel Dept., District administration	Communicate to Wellness Committee answers from CVT and Kaiser and/or Schedule of screenings by November 1, 2010	CVT and Kaiser	Hold screenings and/or communicate screening opportunities to all staff by May 1, 2011 COMPLETED
Contact CVT and Kaiser or other agencies, individuals or organizations to offer stress management programs for staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer stress management programs to Wellness Committee by November 1, 2010	CVT and Kaiser	Hold stress management programs and/or communicate program opportunities to all staff by May 1, 2011 UNAVAILABLE
Contact CVT and Kaiser or other agencies, individuals or organizations to offer conflict resolution training to staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer conflict resolution training to Wellness Committee by November 1, 2010	CVT and Kaiser	Hold conflict resolution training and/or communicate training opportunities to all staff by May 1, 2011 SERVICE UNAVAILABLE
Contact RESIG and/or other agencies, individuals or organizations to offer first aid and CPR training to staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer first aid and CPR training to Wellness Committee by November 1, 2010	RESIG and/or others	Hold first aid and CPR training and/or communicate training opportunities to all staff by May 1, 2011 COMPLETED
Contact RESIG to offer ergonomics and injury prevention staff development	District Personnel Dept., District administration	Report ergonomics and injury prevention staff plan to Wellness Committee by November 1, 2010	CVT and Kaiser	Complete ergonomics and injury prevention staff plan by May 1, 2011 COMPLETED

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Area of Action: HEALTH PROMOTION FOR STAFF (Module 7)

2010-11 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Contact CVT and Kaiser to identify healthy eating / weight management, tobacco-use cessation, and asthma management / asthma education offered; and promote these to staff	District Personnel Dept., District Administration	Report promotion efforts to Wellness Committee by November 1, 2010	Northern California Center For Well-being, CVT and Kaiser	Summarize promotion efforts to Wellness Committee by May 1, 2011 COMPLETED
Ask West County gyms and fitness centers to offer reduced rates to staff	District Personnel Dept., District Administration	Report responses to Wellness Committee and all staff by November 1, 2010	Time, district newsletter, e-mail, etc.	Summarize responses to Wellness Committee by May 1, 2011 COMPLETED
Promote physical activity and fitness opportunities available in the community to staff	District Personnel Dept., District administration	Report promotion efforts to Wellness Committee by November 1, 2010	Time. district newsletter, e-mail, etc.	Summarize promotion efforts to Wellness Committee by May 1, 2011 COMPLETED
Use 3 or more methods to promote and encourage staff participation in health promotion programs	District Personnel Dept., District administration, Site administration, Employee unit leaders	Report promotion efforts to Wellness Committee by November 1, 2010	Orientation sessions for new staff, include information with paychecks flyers, posters, staff meeting announcements district newsletter, e-mails, public recognition, discounts to programs / services, postings on websites	Summarize promotion efforts to Wellness Committee by May 1, 2011 COMPLETED

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Area of Action: HEALTH PROMOTION FOR STAFF (Module 7)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Contact CVT and Kaiser to arrange annual health screening at school sites for all staff (day and night staff)	District Personnel Dept., District administration	Communicate to Wellness Committee answers from CVT and Kaiser and/or Schedule of screenings by November 1, 2011	CVT and Kaiser	Hold screenings and/or communicate screening opportunities to all staff by May 1, 2012
Contact CVT and Kaiser or other agencies, individuals or organizations to offer stress management programs for staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer stress management programs to Wellness Committee by November 1, 2011	CVT and Kaiser	Hold stress management programs and/or communicate program opportunities to all staff by May 1, 2012
Contact CVT and Kaiser or other agencies, individuals or organizations to offer conflict resolution training to staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer conflict resolution training to Wellness Committee by November 1, 2011	CVT and Kaiser	Hold conflict resolution training and/or communicate training opportunities to all staff by May 1, 2012
Contact RESIG and/or other agencies, individuals or organizations to offer first aid and CPR training to staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer first aid and CPR training to Wellness Committee by November 1, 2011	RESIG and/or others	Hold first aid and CPR training and/or communicate training opportunities to all staff by May 1, 2012
Contact RESIG to offer ergonomics and injury prevention staff development	District Personnel Dept., District administration	Report ergonomics and injury prevention staff plan to Wellness Committee by November 1, 2011	CVT and Kaiser	Complete ergonomics and injury prevention staff plan by May 1, 2012

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Area of Action: HEALTH PROMOTION FOR STAFF (Module 7)

2011-12 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Contact CVT and Kaiser to identify healthy eating / weight management, tobacco-use cessation, and asthma management / asthma education offered; and promote these to staff	District Personnel Dept., District Administration	Report promotion efforts to Wellness Committee by November 1, 2011	Northern California Center For Well-being, CVT and Kaiser	Summarize promotion efforts to Wellness Committee by May 1, 2012
Ask West County gyms and fitness centers to offer reduced rates to staff	District Personnel Dept., District Administration	Report responses to Wellness Committee and all staff by November 1, 2011	Time, district newsletter, e-mail, etc.	Summarize responses to Wellness Committee by May 1, 2012
Promote physical activity and fitness opportunities available in the community to staff	District Personnel Dept., District administration	Report promotion efforts to Wellness Committee by November 1, 2011	Time. district newsletter, e-mail, etc.	Summarize promotion efforts to Wellness Committee by May 1, 2012
Use 3 or more methods to promote and encourage staff participation in health promotion programs	District Personnel Dept., District administration, Site administration, Employee unit leaders	Report promotion efforts to Wellness Committee by November 1, 2011	Orientation sessions for new staff, include information with paychecks flyers, posters, staff meeting announcements district newsletter, e-mails, public recognition, discounts to programs / services, postings on websites	Summarize promotion efforts to Wellness Committee by May 1, 2012

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Area of Action: HEALTH PROMOTION FOR STAFF (Module 7)

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Contact CVT and Kaiser to arrange annual health screening at school sites for all staff (day and night staff)	District Personnel Dept., District administration	Communicate to Wellness Committee answers from CVT and Kaiser and/or Schedule of screenings by November 1, 2012	CVT and Kaiser	Hold screenings and/or communicate screening opportunities to all staff by May 1, 2013
Contact CVT and Kaiser or other agencies, individuals or organizations to offer stress management programs for staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer stress management programs to Wellness Committee by November 1, 2012	CVT and Kaiser	Hold stress management programs and/or communicate program opportunities to all staff by May 1, 2013
Contact CVT and Kaiser or other agencies, individuals or organizations to offer conflict resolution training to staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer conflict resolution training to Wellness Committee by November 1, 2012	CVT and Kaiser	Hold conflict resolution training and/or communicate training opportunities to all staff by May 1, 2013
Contact RESIG and/or other agencies, individuals or organizations to offer first aid and CPR training to staff	District Personnel Dept., District administration	Communicate plan or opportunities to offer first aid and CPR training to Wellness Committee by November 1, 2012	RESIG and/or others	Hold first aid and CPR training and/or communicate training opportunities to all staff by May 1, 2013
Contact RESIG to offer ergonomics and injury prevention staff development	District Personnel Dept., District administration	Report ergonomics and injury prevention staff plan to Wellness Committee by November 1, 2012	CVT and Kaiser	Complete ergonomics and injury prevention staff plan by May 1, 2013

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Area of Action: HEALTH PROMOTION FOR STAFF (Module 7)

2012-13 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Contact CVT and Kaiser to identify healthy eating / weight management, tobacco-use cessation, and asthma management / asthma education offered; and promote these to staff	District Personnel Dept., District Administration	Report promotion efforts to Wellness Committee by November 1, 2012	Northern California Center For Well-being, CVT and Kaiser	Summarize promotion efforts to Wellness Committee by May 1, 2013
Ask West County gyms and fitness centers to offer reduced rates to staff	District Personnel Dept., District Administration	Report responses to Wellness Committee and all staff by November 1, 2012	Time, district newsletter, e-mail, etc.	Summarize responses to Wellness Committee by May 1, 2013
Promote physical activity and fitness opportunities available in the community to staff	District Personnel Dept., District administration	Report promotion efforts to Wellness Committee by November 1, 2012	Time. district newsletter, e-mail, etc.	Summarize promotion efforts to Wellness Committee by May 1, 2013
Use 3 or more methods to promote and encourage staff participation in health promotion programs	District Personnel Dept., District administration, Site administration, Employee unit leaders	Report promotion efforts to Wellness Committee by November 1, 2012	Orientation sessions for new staff, include information with paychecks flyers, posters, staff meeting announcements district newsletter, e-mails, public recognition, discounts to programs / services, postings on websites	Summarize promotion efforts to Wellness Committee by May 1, 2013

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Area of Action: PARENT AND COMMUNITY INVOLVEMENT (Module 8)

2010-11

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Develop a link(s) on school and District websites to provide families with health education resources (to the extent possible, in home languages) on each aspect of School Health Index, Module 8, Question 1	Volunteers from District Student Wellness Committee	Present resources identified for website links to Wellness Committee for feedback by October 1, 2010	Information collected from action plans for Module 3 (PE), Module 5 (Health Services) and Module 6 (Counseling and Support Services), and Food Service Director	Post links on school and District websites by January 15, 2011 COMPLETED (Wellness Website)
Develop a link(s) on school and District websites to provide parent education resources (to the extent possible, in home languages) on each aspect of School Health Index, Module 8, Question 2	Volunteers from District Student Wellness Committee	Present resources identified for website links to Wellness Committee for feedback by October 1, 2010	Guidance Counselors, Crisis Counselors, Administrators	Post links on school and District websites by January 15, 2011 COMPLETED (Wellness Website)
Develop a link(s) on school and District websites to inform students and families (to the extent possible, in home languages) about the community-based health and safety programs listed on School Health Index, Module 8, Question 4	Health Techs and District Superintendent	Present resources identified for website links to Wellness Committee for feedback by January 15, 2011	Information collected from action plans for Module 3 (PE), Module 5 (Health Services) and Module 6 (Counseling and Support Services)	Post links on school and District websites by January 15, 2011 COMPLETED (Wellness Website)

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Area of Action: PARENT AND COMMUNITY INVOLVEMENT (Module 8)

2010-11 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate aspects of Wellness Plan pertaining to parents by announcements, brochures, posters, information tables, etc. at 9 th grade orientation and Back to School events (to the extent possible, in home languages)	Principals, volunteers from District Student Wellness Committee	Report to Wellness Committee by October 1, 2010	Website links, brochures, posters, etc.	Report to Wellness Committee by October 1, 2010 NOT ATTEMPTED
Survey students and parents to find out if meals and a la carte offerings are appealing, if other menus are preferred, and other suggestions and feedback	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2010	On-line or paper survey, tasting samples	Action plan based on survey results reviewed by Wellness Committee by May 1, 2011 COMPLETED

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Area of Action: PARENT AND COMMUNITY INVOLVEMENT (Module 8)

2011-12

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Update link(s) on school and District websites to provide families (to the extent possible, in home languages) with health education resources on each aspect of School Health Index, Module 8, Question 1	Volunteers from District Student Wellness Committee	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2011	PE teachers, Health Techs, Counselors, Food Service Director	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2011
Update link(s) on school and District websites to provide parent education resources (to the extent possible, in home languages) on each aspect of School Health Index, Module 8, Question 2	Volunteers from District Student Wellness Committee	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2011	Guidance Counselors, Crisis Counselors, Administrators	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2011
Update link(s) on school and District websites to inform students and families (to the extent possible, in home languages) about the community-based health and safety programs listed on School Health Index, Module 8, Question 4	Health Techs and District Superintendent	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2011	Information collected from action plans for Module 3 (PE), Module 5 (Health Services) and Module 6 (Counseling and Support Services)	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2011

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

2010-2013 STUDENT WELLNESS ACTION PLAN

Approved by Board May 12, 2010; Revised by Board May 11, 2011

Area of Action: PARENT AND COMMUNITY INVOLVEMENT (Module 8)

2011-12 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate aspects of Wellness Plan pertaining to Parents through Wellness Website	Site Administrators District Administrators	Report to Wellness Committee by October 1, 2011	Wellness Website, Parent emails, School newsletters	Report to Wellness Committee by October 1, 2011
Survey students and parents to find out if meals and a la carte offerings are appealing, if other menus are preferred, and other suggestions and feedback	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2011	On-line or paper survey, tasting samples	Action plan based on survey results reviewed by Wellness Committee by May 1, 2012

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

2010-2013 STUDENT WELLNESS ACTION PLAN

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Area of Action: PARENT AND COMMUNITY INVOLVEMENT (Module 8)

2012-13

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Update link(s) on school and District websites to provide families (to the extent possible, in home languages) with health education resources on each aspect of School Health Index, Module 8, Question 1	Volunteers from District Student Wellness Committee	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2012	PE teachers, Health Techs, Counselors, Food Service Director	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2012
Update link(s) on school and District websites to provide parent education resources (to the extent possible, in home languages) on each aspect of School Health Index, Module 8, Question 2	Volunteers from District Student Wellness Committee	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2012	Guidance Counselors, Crisis Counselors, Administrators	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2012
Update link(s) on school and District websites to inform students and families (to the extent possible, in home languages) about the community-based health and safety programs listed on School Health Index, Module 8, Question 4	Health Techs and District Superintendent	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2012	Information collected from action plans for Module 3 (PE), Module 5 (Health Services) and Module 6 (Counseling and Support Services)	Post updated link(s) on school and District websites and report to Wellness Committee for feedback by October 1, 2012

WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

2010-2013 STUDENT WELLNESS ACTION PLAN

Approved by Board May 12, 2010; Revised by Board May 11, 2011

Area of Action: PARENT AND COMMUNITY INVOLVEMENT (Module 8)

2012-13 (continued)

WHAT (ACTION)	WHO	BENCHMARKS	RESOURCES	FINAL PRODUCTS
Communicate aspects of Wellness Plan pertaining to Parents through Wellness Website	Site Administrators District Administrators	Report to Wellness Committee by October 1, 2012	Wellness Website, Parent emails, School newsletters	Report to Wellness Committee by October 1, 2012
Survey students and parents to find out if meals and a la carte offerings are appealing, if other menus are preferred, and other suggestions and feedback	Food Service Manager, Site Administration, Leadership Teacher	Survey conducted by November 1, 2012	On-line or paper survey, tasting samples	Action plan based on survey results reviewed by Wellness Committee by May 1, 2013