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| **Name of Grant Program:** Healthy Schools for Student Success | **Fund Code:** 650 |

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| PART III – REQUIRED PROGRAM INFORMATION |

**IMPORTANT NOTES PRIOR TO COMPLETING PART III:**

**District Wellness Policies and School Wellness Advisory Councils**

* Every school district is required to develop and implement a written school wellness policy as stipulated by the “Child Nutrition and WIC Reauthorization Act of 2004” and the “Hunger-Free Act of 2010”.
* As mandated by [Section 223 of Chapter 111](https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXVI/Chapter111/Section223) of the Massachusetts Generals Laws, districts are required to establish School Wellness Advisory Committees. Schools/districts may operate this group under various names such as School Health Advisory Council, School Health Committee, District Wellness Advisory Council or Wellness Committee. These committees are intended to ensure that each public school district has an established group of school staff and concerned community representatives to develop, review, and help implement school district policies addressing school nutrition, nutrition education, physical activity, and related issues that affect student health.

**Working Meetings, Professional Development (PD) Days, On-site Training and Technical Assistance (TA)**

During Year 2 [fiscal year 2019-2020 (FY20)], the Massachusetts Department of Elementary and Secondary Education (DESE) and its partners will likely offer at least **two** required working meetings, convenings or conferences for team leads and appropriate team members, and at least 1-2 PD offerings for district or school team members or other educators.

DESE staff and/or a partnering TA organization will provide 1-2 on-site visits to help facilitate local team meetings and planning activities, as well as to inform cross-district networking and collaboration opportunities. Additional support throughout the year may be available, as needed. In addition, districts may consider hiring a consultant with grant funds to support coordination and facilitation of this work at both the school and district level.

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| **District:** |  |
| **Team Lead Name/Email:** |  |
| **Grant/Budget Contact Name/Email:** |  |

Your responses to the following will inform targeted efforts to support infrastructure, professional development (PD), training, technical assistance (TA) in FY20.

1. **District convenings:** Districts are encouraged to identify team members from both the district and school(s) to attend convenings anticipated to be held the first two weeks of June and October. Please share any known conflicts or preferences for your teams to attend:
* **Grant Year 1: Year-end meeting (June 4, 2019):**
* **Grant Year 2: Kick-off meeting (TBD, likely held between October 1-11, 2019):**
* **Grant Year 2: Video conferencing as a district or school-level team (please list any common best times or free periods available to participate in a Community of Practice)**
1. **District Wellness Policies:**
	1. Please describe any *changes* that have occurred to the district’s current wellness policy and submit any revised policies with the grant submission in EdGrants.
	2. Please describe any *supports* that could be provided to assist with current challenges to identifying or implementing revisions to the district’s required wellness policy.
2. **District Oversight of Participating Schools’ (district Year 1 cohort) School Health Index (SHI) Assessment and Action Plans**
3. Please describe your district Year 1 cohort’s progress towards *completing the SHI in full over the 5- year grant period*; indicating plans to finish any required modules that were not completed in Year 1 (1,3,4,5) and which additional modules returning schools intend to complete in FY20.
4. Please describe *themes for district-wide improvements* that emerged from reviewing the Year 1 cohort’s SHI action and assessment plans.
5. Please describe any *additional resources needed* (e.g., coaching, mentoring, PD, training/TA) to support SHI-based district-wide improvements and/or school-level assessment and action plans.
6. **District School Wellness Advisory Council (DWAC):** This grant will support districts to ensure that their DWAC includes representatives from across the WSCC Framework components to improve the effectiveness of this team to promote and advance school health and wellness policies. The grant also requires each participating school to assign a school-level wellness team and team lead who will serve as a liaison to the district to help coordinate district and school efforts.
	1. Please describe any *efforts to retain or recruit new DWAC members to include staff, community, family and student members* that help address (at a minimum) the [ten WSCC model components](https://www.cdc.gov/healthyschools/wscc/components.htm) shared in Grant Year 1.
	2. Please include a description of *how often the DWAC meets and priorities outlined* for the 2019-2020 school year.
7. **New Healthy Schools Implementation Teams:** In FY20, each district is required to identify at least 3-5 **new** schools for a total of 6-10 **total** schools to participate in Healthy Schools, ideally including at least one elementary, middle and high school. *Note: additional schools are expected to be added during subsequent grant years.*
8. Please provide a *brief overview of your plan to onboard 3-5 new schools* in Grant Year 2 by the October 2019 kick-off meeting (which members from both previously participating and new schools should attend). Describe any available information including the anticipated school wellness lead, anticipated school wellness council members and anticipated meeting schedule for new participants to conduct action and assessment planning (e.g., school wellness councils will meet monthly to assess and action plan, and quarterly with the district wellness council to work to advance identified actions for improvement).
9. **School Based Team(s):** Below, provide the name (if known) and title/role of each new and continuing school’s implementation team lead. Please add additional rows as necessary:

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| **School Name:** | **School Wellness Lead:** ***(Name if known)*** | **Title or Role:** | **New or Continuing School?** |
| Elementary: |  |  |  |
| Elementary: |  |  |  |
| Elementary: |  |  |  |
| Middle: |  |  |  |
| Middle: |  |  |  |
| Middle: |  |  |  |
| High: |  |  |  |
| High: |  |  |  |
| High: |  |  |  |

Budget Narrative Form

1. Provide a budget narrative that explains how program expenditures relate to the proposed activities. Briefly describe the purpose and explain each expenditure by line item. In addition, be sure to identify the activity that the Line Item addresses.

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| **Line Item** | **Line Total** | **Budget Purpose and Explanation** |
| **Line 1 – Administrators** |  |  |
| **Line 2 – Instructional/ Professional Staff** |  |  |
| **Line 3 – Support Staff** |  |  |
| **Line 4 – Stipends** |  |  |
| **Line 5 – 4-a MTRS 4-b Other** |  |  |
| **Line 6 – Contractual Services** |  |  |
| **Line 7 – Supplies and Materials** |  |  |
| **Line 8 – Travel** |  |  |
| **Line 9 – Other Costs** |  |  |
| **Line 10 – Indirect Cost** |  |  |
| **Line 11 – Equipment** |  |  |