

Greeley-Evans School District 6  
Student Wellness Policy Subcommittee Meeting  
Minutes  
April 7, 2016, 10:30 – 11:30 AM

**1. Attendance**

<b>Name</b>	<b>Organization/Committee Role</b>
Katie Castillo	Healthy Kids Club
Ellie Dudley	Integrated Nutrition Program
Rachel Hurshman	WCSD6- Wellness Coordinator/RDN
Courtney Bell	WCSD6- Wellness Specialist
Kara Sample	WCSD6- Assistant Director of Nutrition Services/RDN
Ryan Mayeda	Dietetic Intern

**2. Overview of Fair Plan**

- Courtney went through an overview of the district-wide student wellness fair.
  - General information: Set up will be at 6 am and the fair will be located on the south parking lot at Greeley West High School (student parking lot).
  - The student wellness fair will be outside 10-15 minutes after the Sprint into Summer 5K starts and will run between 9:00-10:30 am. This will allow for late comers and race finishers to interact with the fair before the awards ceremony and should prevent people from leaving early without visiting the booths.
  - Courtney discussed the budget for general set-up materials, including tents, tables, chairs, visuals, and communication materials. The subcommittee reviewed and made changes to a promotional flyer that will be distributed via electronic communication.

**3. Booths (Courtney)**

- Courtney reviewed her progress on the booths she is in charge of. She will plan for 200 handouts/materials per booth.
  - Chef in the Classroom: Ryan will be running this booth and will demonstrate how to create black bean pin rolls. There will be recipe cards, request forms, class descriptions, and a 1-pager that will discuss how Chef in the Classroom meets Colorado Department of Education standards. .

- Gardens: Natalie will run this booth and will have flyers about the Garden to Cafeteria program and will educate on “how to garden anywhere.” There will also be an area to allow kids to plant seeds.
- Smoothie Bike: Courtney will run this booth and will have handouts with the recipe and smoothie bike request form (for teachers). Katie will provide recipe cards for the smoothie bike.
- Party Kits: Courtney asked Phyllis if she was available to run this booth, however she will be running the 5K race. Volunteer is still needed. Courtney asked Abby if her high school students can help. The booth will have examples of the kits, rental sheets, and an extra table with a “play area” for kids.
- Student Wellness Leader Booth: Kim Venegas from Meeker volunteered to run this booth. Courtney will find a back-up volunteer (Kim has a grandchild on the way). The booth will have a sign-up sheet for volunteers and a poster/visual. “Like us on Facebook” cards and an e-mail sign-up sheet for individuals who would like more information. Courtney will ask the Student Wellness Policy Committee (SWC) members if they would like to volunteer for this booth.
- General volunteers: Courtney is working to recruit youth volunteers from Soccer without Borders, Turn Around Bikes, and/or High Plains Library.
- Other: Courtney will reach out to Make Today Count and Weld County Health Department to see if they would like to have a booth at the fair.

#### 4. Booths (Katie and Ellie)

- A combined booth will feature resources from Healthy Kids Club, the Integrated Nutrition Program, non-food rewards, and in-class activity breaks. Ellie will run the booth. The booth will feature:
  - Spinning wheel for kids + giveaways
  - 5210 resources
  - Fit sticks demonstration. Courtney will bring fitsticks
  - Handout that explains why it is important to not reward with food
  - Nonfood rewards request form (for teachers)
  - Brochure/handout on how to request the Integrated Nutrition Program

#### 5. Booths (Rachel)

- Cooking Matters: Rachel contacted Olga to see if she could have a Cooking Matters booth. The booth will have information on Cooking Matters and will include educational materials such as fat modules.
- Walking Classroom: Rachel is working on obtaining a volunteer to demo the Walking Classroom. Rental sheets and handouts that contain podcast information will be available at the booth. Rachel will consider having an iPad with video looping of the Walking Classroom.

## 6. Booths (Kara)

- Food Truck: The food truck will be available and will offer chicken lettuce wraps. A budget will be created and sent to Courtney. Courtney will then finalize the overall budget of the fair and send to the subcommittee.
- Summer Food Program: Dan Lukasavitz, Nutrition Service Area Supervisor, will be in charge of the booth and will have materials prepared.

## 7. Next Steps

- Courtney
  - a. Print handouts, create visuals for booths, create list/map of booths. Plan for 200 handouts/materials per booth.
  - b. Order tables, brightly colored tablecloths, chairs, tents, and balloons.
  - c. Communication materials: Intercom, Facebook, Student Wellness page, Worksite Wellness page, and through e-mail. Courtney will contact Casey to help with communication.
  - d. Order supplies for smoothie bike and Chef in the Classroom booth.
  - e. Find volunteer to be a host at the front of the booth to draw people in. Courtney will ask SWC if they can volunteer. Host will have a list/map of booths for people to view before entering. Courtney will create a list/map of the booths.
  - f. Bring kid-friendly music for stereo.
  - g. Check with Make Today Count and Weld County Health Department to see if they would like to have a booth at the event.
  - h. Bring fitsticks and indicate on nonfood rewards request form and with sign that these are only for teachers.
- Katie
  - a. Yard signs that will inform runners on fair location
  - b. Recipe cards (smoothie bike)
  - c. Plastic green bags
  - d. Stereo for music
  - e. Giveaways (sweatbands)
- Ellie
  - a. Spinning wheel for booth (will obtain from Katie)
  - b. Ellie will call rental company to see if can set up at 6 am
- Rachel
  - a. Volunteer for Walking Classroom
  - b. Will see if music will interfere with performer (guitarist/singer)
  - c. Handle communication between Mandy/Bob to announce fair over PA system
- Kara

- a. Pricing for chicken wraps
- b. Summer schedule: Coordinate with Ellie on Cooking Matters class.

**Next Meeting: 5/3/2016 @ 10:30 am**