

**Bremen City Schools  
2018-2019 Annual Local Wellness Plan Timeline**

<b>Action Item</b>	<b>Person/Persons Responsible</b>	<b>Due Date</b>	<b>Directions</b>
Assign a Local Wellness Representative at each school	*Nutrition Director	September 1, 2017	Assign a local wellness representative at each school
Read District Administrative Rule EEE- Wellness Policy	*Principals *Local School Wellness Representative	September 15, 2017	Read District Administrative Rule this can be found at : <a href="http://www.bremencs.com">www.bremencs.com</a> then click board policy under EEE-Wellness Program
Submit name of Local School Wellness Representative and names of the Wellness Committee	*Nutrition Director	Once mid-year and Once end of year	Enter the date when meetings were held and who attended the meeting
Preferred: Complete Modules of the Alliance for Healthier Generation's Assessment	*Local School Wellness Representative	December 15, 2017	Use Alliance tools which are located at <a href="http://healthiergeneration.org">http://healthiergeneration.org</a>
Enter Local School Wellness Activities Action Plan/Goals	*Nutrition Director	June 30, 2018	Enter wellness activities that the school will engage in to address the school assessments surveys results. Prior approval is required.
Complete Smart Snacks Documentation form	*Principal and/or Nutrition Director	December 15, 2017	Healthier Generation.org to launch calculator
Communicate to Superintendent compliance with Wellness Policy	*Nutrition Director	Mid-Year-January 19, 2018 & End of Year-May 30, 2018	Post results on the School Nutrition webpage
FitnessGrams	*Principals	May 15, 2018	School Nurse will have results