

Sample Meeting Agenda #1 First School Wellness Committee Meeting

Welcome and Introductions

- Establish start and end times
- Have everyone in the group share name, role and why they are interested in being involved in the SWC

The Importance of Creating a Healthy School Environment

Who are we and why are we here?

- A School Wellness Committee is a group of individuals from the school and community, including parents, acting in collaboration to identify concerns, set priorities and design solutions in regard to the health environment in the school. We will act collectively to implement all aspects of the Healthy Schools Program.

Functions & Benefits of a School Wellness Committee

Creating our School Wellness Committee

- Identify our purpose
- Establish group agreements
- Draft roles and responsibilities
- Identify additional people to invite to join the SWC
- Plan meeting structure—how often, how long, decision making process

Overview of the Healthy School Program

Healthy Schools Assessment

- Assign sections as appropriate, set due date, designate who will collect responses

Next Steps and Closure