Handout Packet for Organizing for Success: Establishing Your Whole School, Whole Community, Whole Child (WSCC) Team

Handout #1: Key Points and Notes
Handout #2: Additional Resources

“Coming together is a beginning; keeping together is progress; working together is success.”

— Henry Ford
Handout #1: Key Points and Notes

Team Goal or Purpose

- A clear and common goal
- Focus on student health and academics
- A broad statement that remains the same
- Objectives change as they are completed, and new needs are identified that are based on data and resources

What is your team’s purpose statement?

Example: Ensure that essential health and safety supports are in place and that students are supported, engaged, and challenged.

What are the initial objectives for the team?

Example: Complete the School Health Index and/or data review, identify strengths and gaps, and create a plan to address the whole child using the WSCC model.

Team Leaders

- Champions of WSCC
- Consider a co-leader model
  - shared responsibilities
  - leadership sustainability
Handout #1: Key Points and Notes - continued

Check the responsibilities your school team leader would have:

- In collaboration with the administrator, recruit additional team members.
- Schedule and facilitate meetings.
- Monitor the budget.
- Oversee implementation of the assessment.
- Oversee development of the plan to address the whole child through the WSCC model.
- Work with administrators and other appropriate staff to incorporate WSCC-related goals and objectives into the district or school improvement plan.
- Establish a system of communication with administrator(s).
- Engage students in the process and include them on the team, when appropriate.

What would you add to the list of team leaders’ responsibilities?

- ______________________________________________________________________
- ______________________________________________________________________
- ______________________________________________________________________
- ______________________________________________________________________

What is the plan for rotating or replacing team leaders?

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Team Members

- Representative from each of the 10 components of the Whole School, Whole Community, Whole Child model
- Full representation of each component is something to strive for but is not necessary to function
- Explore other committees/teams and how you might combine them or work together
- Include student, parents, and community members
- Define member’s length of service and time commitment

Complete the chart with potential or existing team members.
Handout #1: Key Points and Notes - continued

<table>
<thead>
<tr>
<th>Team Member</th>
<th>WSCC Component</th>
<th>Other District/School Team(s) this person represents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Chris Black</td>
<td>Physical Environment</td>
<td>Principal’s Leadership Team</td>
</tr>
<tr>
<td>Health Education</td>
<td>Physical Education and Physical Activity</td>
<td></td>
</tr>
<tr>
<td>Nutrition Environment and Services</td>
<td>Health Services</td>
<td></td>
</tr>
<tr>
<td>Counseling, Psychological, and Social Services</td>
<td>Social and Emotional Climate</td>
<td></td>
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<tr>
<td>Physical Environment</td>
<td>Physical Environment</td>
<td></td>
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<tr>
<td>Employee Wellness</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Family Engagement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Involvement (Think broadly! This could include: social service agencies, local health department, hospitals, physician or dental practices, food banks, YMCA, churches, local businesses, or others)</td>
<td>Administrator(s)</td>
<td></td>
</tr>
<tr>
<td>Parent(s)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student(s)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTES:**

**Roles and Responsibilities**

- General responsibilities for all
- Specific responsibilities to utilize the skills and resources of your team members
  - What do they enjoy doing?
  - Where do they excel?

Team member responsibilities (sample ideas):
Handout #1: Key Points and Notes - continued

- Attend ______ meetings during the _______ school year.
- Participate in team meeting tasks.
- Participate in completing the assessment.
- Participate in creating a plan to address the whole child using the WSCC model.
- Take an active role in implementing the plan.
- Participate in team activities.
- Assist in monitoring team progress toward meeting objectives.
- Become familiar with research linking learning and health.
- Be an advocate for integrating health into the school culture.
- Identify grant opportunities.

What would you add to the list of team leaders’ responsibilities?

____  ____________________________________________________________
____  ____________________________________________________________
____  ____________________________________________________________
____  ____________________________________________________________

Operating Agreements
- Describe how team will function over time
- Observable behaviors
- Developed with the team
- Can be changed as needed
Handout #1: Key Points and Notes - continued

What behaviors would you like to include in your team’s operating agreements?

______________________________________________________
______________________________________________________
______________________________________________________
______________________________________________________

Decision-Making Authority

What decisions the team can make on their own?
Example: Assigning team member roles (e.g., note-taker, budget overseer, parent liaison).

____________________________________________________________
____________________________________________________________
____________________________________________________________

What decisions must be approved by an administrator?
Example: Conducting meetings during the school day and providing substitutes for appropriate team members.

____________________________________________________________
____________________________________________________________
____________________________________________________________

Celebrating Success

Celebrate and Recognize

• Team member efforts
• Team accomplishments
• Throughout the school year and at the end of the year
• Low or no cost
• Find out what team members would enjoy and appreciate

How will your team celebrate success and recognize team and individual efforts?

____________________________________________________________
____________________________________________________________
____________________________________________________________
Handout #1: Key Points and Notes - continued

Closing Activity: Start–Stop–Continue

What will you start doing?

______________________________________________________________
______________________________________________________________
______________________________________________________________

What will you stop doing?

______________________________________________________________
______________________________________________________________
______________________________________________________________

What will you continue doing?

______________________________________________________________
______________________________________________________________
______________________________________________________________
Handout #2: Additional Resources


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