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| **Tactic** | **Person Responsible**  | **Completed By** | **Target Group** |
| Policy Overview and Training at new employee orientations  | Ashley/Vicki | Ongoing school years starting 14/15 | New Classified, Licensed, and Administrative staff |
| Attend Secondary and Elementary Principal Meeting during HR Time Slot | Ashley/Vicki | TBD | Secondary and Elementary Principals |
| Wellness Policy Training at all school wellness team meetings | Amanda | Ongoing starting Sept. 2014 | Wellness Team Leaders/Co-Leaders/Champions |
| Fall Wellness Update Email including Policy and request to share with staff | Ashley | Sept. 10th, 2014  | Principals and Wellness Team Leaders |
| Provide Wellness Policy in all Wellness Workshop folders and overview during workshop  | Ashley/Amanda/Christina | Oct. 22nd, 2014  | Wellness Leaders, Community, Parents, Health Professionals, BOE, Cabinet, etc. |
| Administer Employee Wellness Survey including a question about knowledge of Wellness Policy and following question with a link to the policy  | Ashley/Dwayne  | Survey sent Oct. 1st, 2014  | All PSD Staff who participate in survey (over 1000 based on 2013) |
| Share Wellness Policy to Partnership for Healthy Youth  | Ashley | May and Sept. 2014 | Community and Health Agencies |
| Email information about Wellness Policy to Kim Sharpe to add in Healthier Communities Newsletter | Ashley  | Emailed Sept. 29th, 2014  | Community, Parents, and Health Agencies |
| Post in Staff ENews | Danielle | Oct. 2014 | All PSD Employees  |
| Post in Great Happens Here | Danielle | Oct. 2014 | Parents, Community, Staff  |
| Meet with Beth Higgins to see how Partnership can assist | Ashley/Amanda/Beth | Sept. 19th 2014 | Parents, Community, Staff |
| Send Wellness Policy reminder email to Principals | Todd/Edie | Completed Sept. 2014  | Secondary and Elementary Principals |
| Include Wellness Policy in CanDo ENewsletter and CanDo website | Stacey Clark/Kim Barman | Emailed Sept. 29th, 2014 | Parents, Community, Health Agencies  |
| Post Stall Talk on new PSD Wellness Policy | Ashley/Amanda | Oct.-Nov.  | PSD Employees  |
| Post in Dr. Smyser’s Administrator Newsletter | Ashley/Vikki | Draft sent/Post in Oct. Newsletter | PSD Administrators  |
| Health District Compass Article: A+ For PSD Wellness Policy | Ashley/Health District | June 2015 | Community, Health Agencies  |