

## LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 1:** All people working in Georgia school nutrition programs are members of the association.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Promote values of belonging to GSFSA at chapter meetings. (May use skit from Leadership/Legislative Workshop or ASFSA video)	Membership		10	
Participate in Two-for-One Georgia Membership Campaign from the beginning of the school year through <u>October 24, 2003</u> . <ul style="list-style-type: none"> <li>◆ Recruiting member and new member receive half price state membership dues.</li> <li>◆ New member receives a new member packet.</li> <li>◆</li> </ul>	Membership		20	
Promote ASFSA Star Club.	Membership		10	
<b>** Required ** Participate in annual ASFSA Fall Membership Drive August 1 - October 24, 2003</b>  Number Recruited: _____	Membership		20	
Promote the GSFSA "Pal Plan" of pairing a new member with a GSFSA friend for their first year of membership.	Membership		10	
Identify nonmember employees and encourage membership.	Membership		10	
Potential Points: <u>80</u>		Chapter Points Estimated: _____		Affiliation & Goals Points Earned: _____ <i>(for judges use only)</i>

## LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 2:** Members have access to the best education and training available in Georgia.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Distribute nutrition report card, breakfast brochure, or brochure on childhood obesity and diabetes to customers (students, parents, teachers and administrators) as appropriate. (Available on GSFSa Web site.) Documentation: Brief description of where report card or brochure was distributed and to whom.	Nutrition Standards		20	
Distribute GSFSa magnets and encourage members to log on to the GSFSa Web site: <a href="http://www.gsfsa.com">www.gsfsa.com</a>	President Professional Dev./Certification		10	
Encourage attendance at seminars and workshops sponsored by GSFSa or cosponsored by GSFSa and Georgia DOE.	President Professional Dev./Certification		10	
Get training approved by GSFSa and submit roster of who attended to ASFSa. (Sample roster in Handbook)	Professional Dev./Certification		10	
Local chapter serves as the host chapter for district meeting or activity.	President President-elect		10	
Local member serves as a <u>speaker</u> at district or state SFSA meeting.  Name member: _____	President President-elect		30 maximum (10 per meeting)	
<b>Potential Points: <u>90</u></b>	<b>Chapter Points Estimated: _____</b>	<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>		

## LOCAL PLAN OF ACTION 2003 - 2004

GOAL 2 CONTINUED:

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
<p><b>** Required **</b> Conduct at least three chapter meetings that include training on three of the following topics (one each meeting) related to the School Nutrition Program:</p> <ul style="list-style-type: none"> <li>◆ Childhood Obesity</li> <li>◆ Type 2 Diabetes</li> <li>◆ Healthy Weight Management</li> <li>◆ Georgia Grown - Georgia Department of Agriculture</li> <li>◆ "Fit, Healthy, Ready to Learn" (National Association of State Boards of Education)</li> <li>◆ "Keys to Excellence" (ASFSA) revised</li> <li>◆ Employee Wellness</li> <li>◆ "Quality Measures" (Georgia DOE)</li> <li>◆ "Now You're Cooking" (ASFSA)</li> <li>◆ "ServSafe" (National Restaurant Association)</li> <li>◆ Navigating the GSFSA Web Site</li> <li>◆ Culinary Skills/Work Simplification</li> <li>◆ Use and Care of Equipment</li> <li>◆ "School Health Index" (US Dept. Of Health and Human Services)</li> </ul> <p>Documentation: Agendas</p>	<p>President President-elect Nutrition Standards Professional Dev./Certification</p>		<p>30 maximum ( 10 per meeting)</p>	
<p>Conduct local Culinary Arts Competition and enter local winners in the district competition. Locals must have entries in two of the three categories, which focus this year on the use of "Georgia Grown" foods: (1) Baked/Oven fried chicken (2) Fruit Cups and (3) Peanut Butter Cookies.</p>	<p>President Nutrition Standards</p>		<p>20</p>	
<p>Potential Points: <u>  50  </u></p>	<p>Chapter Points Estimated: <u>          </u></p>	<p>Affiliation &amp; Goals Points Earned: <u>          </u> <i>(for judges use only)</i></p>		

## LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 3:** GSFSA is well known and highly regarded throughout the state.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Local officers and committee chairs attend District Leadership/Legislative Training. (At least two officers must attend). Documentation: List names below.  Name: _____  Name: _____	Executive Board		20	
<b>** Required **</b> President or designee attends two HOD meetings. Oral report to be given at April meeting. Share top two chapter highlights for the year.	President		10	
Provide the name and contact information for one member to preside, hostess or help at state conference. Send name to Headquarters, postmarked by <u>January 10, 2004</u> . (Form in Handbook)  List Name: _____	President		10	
Submit resolution recognizing local officers and/or district officers to local Board of Education. (Sample available in handbook and on GSFSA Web site.)	Secretary Public Relations		10	
Submit resolution recognizing Scroll Award winners to local Board of Education. (Sample available in handbook and on GSFSA Web site.)	Secretary Public Relations		10	
Present a promotional program to the local Board of Education, PTA/PTO, faculty meeting, or allied organization meeting. (Power Point program available on GSFSA Web page or use ASFSA prepared speech or a locally prepared program.) Documentation: Agenda or photo.	President Executive Board Public Relations		20	
Attend at least one local Board of Education, PTA/PTO meeting, faculty meeting, or allied organization meeting. Documentation: Photo and/or agenda.	President Executive Board Public Relations		10	
Assists district in providing and delivering or funding the catering and delivery of refreshments for the state Board of Education.	President Public Relations		10	
Chapter provides and delivers or funds the catering and delivery of refreshments for state Board of Education.	President Public Relations		20	
<b>Potential Points: <u>120</u></b>	<b>Chapter Points Estimated: _____</b>	<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>		

## LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 4:** Georgia school nutrition programs and their providers are highly regarded throughout the state.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Use kitchens/cafeterias as a "learning laboratory" for at least two activities. (Example: kitchen tours, display nutritional analysis on serving lines, students observe baking, taste testing of menu items) Promotion of Georgia products. Documentation: Photos or brief description.	Nutrition Standards Public Relations President		20	
Promote School Nutrition program with special marketing activities for at least two of the following: <ul style="list-style-type: none"> <li>◆ National School Lunch Week</li> <li>◆ National School Breakfast Week</li> <li>◆ Georgia Grown</li> <li>◆ Heart Week</li> <li>◆ Take Your Family to Lunch</li> <li>◆ Back to School with School Meals</li> <li>◆ American Education Week</li> <li>◆ "Five A Day"</li> <li>◆ School Nutrition Heart Week</li> <li>◆ Cancer Awareness Week</li> <li>◆ National Nutrition Month</li> <li>◆ "Team Nutrition" (USDA)</li> <li>◆ "Got Milk" (Dairy Association)</li> <li>◆ Earth Day</li> <li>◆ World Hunger Day</li> <li>◆ Winnie the Pooh's Birthday</li> <li>◆ Dr. Seuss's Birthday</li> </ul> Documentation: Photos or brief description	Public Relations President Executive Board		20 (10 points each)	
"Think Outside the Kitchen": Visit a classroom and read a book with a nutrition message or participate in a nutrition education lesson using a lesson plan provided in Handbook, or locally developed plan based on state Quality Core Curriculum Nutrition Objectives. Documentation: Photo or thank you note from teacher or students.	Nutrition Standards		20	
Conduct a school or system-wide promotion of at least one Georgia Agricultural product.	Nutrition Standards		30	
<b>Potential Points: <u>90</u></b>	<b>Chapter Points Estimated: _____</b>	<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>		

## LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 4 CONTINUED:**

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Promote relationships with community partners: <ul style="list-style-type: none"> <li>◆ Department of Family and Children's Services</li> <li>◆ Department of Human Resources</li> <li>◆ American Cancer Society</li> <li>◆ American Heart Association</li> <li>◆ American Diabetes Association</li> <li>◆ PTA/PTO</li> <li>◆ Principals' Association</li> <li>◆ Local Hospitals</li> <li>◆ Local Doctors/Dentists</li> <li>◆ Local Dietitian</li> <li>◆ Georgia Extension Service</li> <li>◆ Georgia Department of Agriculture</li> <li>◆ Georgia Farm Bureau</li> <li>◆ Georgia Commodity Commission</li> <li>◆ Chamber of Commerce</li> <li>◆ Local Food Banks</li> <li>◆ Local Farmers</li> <li>◆ Local Restaurants</li> </ul>	President Public Relations Executive Board		10	
Publicize health inspection scores in local newspaper and/or on school system Web site and send to state Department of Education. Documentation: Copy of newspaper article or Web page.	Public Relations		20	
Present GSFSA resolution on Childhood Obesity to local Board of Education, PTA/PTO or school faculty. (Available on Web site.) Documentation: Agenda and/or photo	President Nutrition Standards		20	
Encourage local TV stations or school media departments to air the ASFSA videos, "School Meals: Your Fuel for Success" or "Breakfast: Your Best Start" or a locally produced video. (order form on Web site)  Date aired: _____  Location or station: _____	President Public Relations		40 maximum (10 per contact) (10 per location airing)	
<b>Potential Points: <u>  90  </u></b>	<b>Chapter Points Estimated: _____</b>	<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>		

# LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 4 CONTINUED:**

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Send delegate(s) to Kick Off Luncheon and Public Relations Seminar. List: Name: _____ Name: _____ Name: _____ Name: _____ (Note: An attendee can be counted on both local and district plans for points.)	Public Relations		20 maximum (5 each person)	
Invite and pay registration for Media Award nominee(s), system administrator(s), and/or principal(s) to attend Kick Off Luncheon. List: Name: _____ Name: _____ Name: _____	Public Relations		30 maximum (10 each person)	
Submit a minimum of two photos or information for the state Public Relations Portfolio/Scrapbook. Item: _____ Item: _____	Public Relations		20	
Send at least one photo, article or information for <i>Georgia Gems</i> . (E-mail submission preferred.) List item submitted. Item: _____	Public Relations President		10	
Submit a local Public Relations Portfolio for district judging by <u>March 1, 2004</u> . Public Relations Portfolios to cover time period of March 1, 2003 to March 1, 2004. President or District Public Relations Portfolio Chair to send list of local entries to state office.	Public Relations Portfolio		40	
<b>Potential Points: <u>120</u></b>	<b>Chapter Points Estimated: _____</b>	<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>		

## LOCAL PLAN OF ACTION 2003 - 2004

GOAL 4 CONTINUED:

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Promote NAC affiliation or re-affiliation. (Note: NACs planning to enter the Georgia NAC Focus Award or NAC of the Year Award must send affiliation application to GSFSFA Headquarters, postmarked by <u>December 1, 2003.</u> )	NAC Chair		30 maximum (10 per NAC)	
Organize local ASFSFA NAC Art Contest and submit winners to District President.	NAC Chair		20	
Submit entries for NAC Focus Award or NAC of the Year Award.	NAC Chair		20	
Encourage nomination for Media Award, postmarked to Headquarters by <u>August 30, 2003.</u>	Public Relations		10	
Encourage schools to participate in Child Nutrition Employee Appreciation Day on <u>May 12, 2004.</u>	President President-elect		10	
<b>Potential Points: <u>90</u></b>	<b>Chapter Points Estimated: _____</b>	<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>		



## LOCAL PLAN OF ACTION 2003 - 2004

**Goal 5:** GSFSA has the resources to accomplish the strategic planning goals.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Recognize businesses and industry representatives that support GSFSA goals and objectives. (Example: exhibitors at state conference, industry legislative copartners, participants and/or exhibitors at GSFSA Industry Seminar)	Public Relations President		10	
Invite businesses and industry representatives that are GSFSA members to attend and/or participate in local functions, as appropriate.	Public Relations Secretary		10	
Identify businesses that sell products or services used by the School Nutrition Program that are not GSFSA members. Contact and encourage business to become a corporate member. List Contacts: _____ _____ _____  Contact: Copy of correspondence. Membership: GSFSA Headquarters will document membership. Sample letter on Web site.	Public Relations President		30 maximum (10 for contact) (20 for membership)	
<b>Potential Points: <u>50</u></b>	<b>Chapter Points Estimated: _____</b>	<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>		

## LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 6:** GSFSA Leadership reflects the diversity of membership.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
President and President-elect (or designee) participate in GSFSA Leadership/Legislative Training on June 26-27, 2003. Documentation: List names below.  President: _____  President-elect: _____	President President-elect		30	
Register at least two members for GSFSA Food Assistants' Workshop at one of two sites in the state. List names below. Name: _____  Name: _____	Professional Dev./Certification		30	
Register at least two members for Managers' Retreat. List names: Name: _____  Name: _____			40	
Each local Executive Board Chair appoints one member to serve on their team and mentors that person throughout the year.	Executive Board		20	
Submit the name of at least one member to participate in the Leadership Academy. Form will be provided.  Name: _____	President		10	
<b>Potential Points:</b> <u>  130  </u>	<b>Chapter Points Estimated:</b> _____	<b>Affiliation &amp; Goals Points Earned:</b> _____ <i>(for judges use only)</i>		

## LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 7:** All members are certified by ASFSA.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Distribute certification brochure to chapter members when available.	Professional Dev./Certification		10	
Promote professional training within the local chapter.	Professional Dev./Certification		10	
Encourage members to certify and re-certify or become credentialed by ASFSA. Promote 100% certification and recognize those schools that are 100% certified.	Professional Dev./Certification		20	
Recognize members who are certified at the local meetings.	President Professional Dev./Certification		10	
Recognize members who become credentialed at local meetings.	Professional Dev./Certification		20	
Encourage members or children of members to apply for ASFSA / GSFS / industry scholarships and grants-in-aid. Provide application forms or application information for interested members.	Scholarship		10	
<b>** Required ** Submit a minimum contribution of \$50.00 to the GSFS Foundation, postmarked to Headquarters by December 1, 2003. This is in addition to any contribution to special memorial scholarships.</b>	<b>Scholarship Treasurer</b>		<b>30</b>	
Plan an activity at a local meeting to support the GSFS Foundation. Example: Half and Half Jug (half the money collected at meeting goes to GSFS Foundation, half to one contributor whose name is drawn at the end of the meeting)	Scholarship		20	
Provide one or more items for Silent Auction at State Conference to benefit GSFS Foundation.	Scholarship		20	
Complete application for 100% Certification Awards for system and schools that qualify.	Professional Dev./Certification		10	
<b>Potential Points: <u>160</u></b>		<b>Chapter Points Estimated: _____</b>		<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>

# LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 7 CONTINUED:**

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
<p>Submit complete applications for up to five of the following awards:</p> <ul style="list-style-type: none"> <li>◆ Ann C. Smith Hall of Fame Award</li> <li>◆ Central Office Support Award</li> <li>◆ Director of the Year</li> <li>◆ Heart of the Program Award</li> <li>◆ Josephine Martin Award of Excellence</li> <li>◆ Lucille T. Watson Award of Excellence (Louise Sublette)</li> <li>◆ NAC Focus Award</li> <li>◆ Public Relations and Marketing Award</li> <li>◆ Web Page Design Award</li> </ul> <p><u>Send to Headquarters, postmarked by March 1, 2004.</u> To ensure receipt at GSFSA Headquarters, send UPS with tracking, USPS Priority Mail with delivery confirmation, or get receipt upon delivery to Headquarters.</p> <p><b>Documentation: List award nominations submitted for verification by GSFSA:</b></p> <p>Award: _____ Name of Nominee: _____</p> <p>Award: _____ Name of Nominee: _____</p> <p>Award: _____ Name of Nominee: _____</p> <p>Award: _____ Name of Nominee: _____</p> <p>Award: _____ Name of Nominee: _____</p>	Awards President		200 maximum (40 per nomination)	
<p>Submit complete entry for up to two of the following awards:</p> <ul style="list-style-type: none"> <li>· USDA Best Practices Award (to USDA)</li> <li>· ASFSA FAME Award (to ASFSA)</li> <li>· National NAC of the Year Award (to GSFSA)</li> </ul> <p>Documentation: List award entries and provide copy of cover page or first page of the award entry. For this year, USDA Best Practices Award may be 2002 or 2003 entry.</p> <p>Award: _____ Name of Nominee: _____</p> <p>Award: _____ Name of Nominee: _____</p>	Awards President		80 maximum (40 each)	
Potential Points: <u>280</u>	Chapter Points Estimated: _____	Affiliation & Goals Points Earned: _____ <i>(for judges use only)</i>		

## LOCAL PLAN OF ACTION 2003 - 2004

GOAL 8: All district and local chapters are affiliated with GSFSA.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
<b>** Required **</b> Affiliate or renew affiliation by sending application to GSFSA Headquarters by <u>October 1, 2003</u> . Adopt bylaws parallel to GSFSA bylaws. Enclose current bylaws if not on file. If in doubt call headquarters.	Affiliations and Goals President Executive Committee		20	
<b>** Required **</b> Submit copy of Scroll Application and cover sheet to district president by <u>February 16, 2004</u> . Send <u>original</u> Scroll Application, including Local Plan of Action worksheets, documentation, and cover page to GSFSA Headquarters, postmarked by <u>March 1, 2004</u> . To ensure receipt at GSFSA Headquarters, send UPS with tracking, USPS Priority Mail with delivery confirmation, or obtain receipt upon delivery to Headquarters.	Affiliations and Goals President		30	
Complete applications for: <ul style="list-style-type: none"> <li>· Recognition for Consistently High Lunch Participation:                High School - 80% or above                Middle School - 90% or above                Elementary School - 95% or above</li> <li>· Recognition for Consistently High Breakfast Participation – 50% or above</li> <li>· Recognition for 3% increase in participation for breakfast and/or lunch</li> </ul>	Awards		20	
<b>** Required **</b> Submit list of next year's officers' names and addresses to GSFSA Headquarters, postmarked by <u>March 1, 2004</u> .	President		20	
Potential Points: <u>90</u>	Chapter Points Estimated: _____	Affiliation & Goals Points Earned: _____ <i>(for judges use only)</i>		

# LOCAL PLAN OF ACTION 2003 - 2004

**GOAL 9:** GSFSA advocates national, state, and local policy which supports healthful school meals and nutrition education for all children.

Action Steps	Local Committee	Date Completed	Potential Points	Estimated Points Earned
Public Policy and Legislative Chair reports on legislative and policy issues at each local meeting.  PPL Chair: _____	Public Policy and Legislation		10	
<b>** Required **</b> Every school system contributes \$2.00 per school system full-time employee (this includes members and nonmembers) to sponsor legislative projects. Send to GSFSA Headquarters, postmarked by <u>December 1, 2003</u> .	Public Policy and Legislation Treasurer		40	
Support state and national goals and issues. Distribute legislative materials as needed.	Public Policy and Legislation		10	
Send at least one member to visit Georgia Capitol during General Assembly to meet with legislators and discuss issues. Documentation: List name of member.  Name: _____	Public Policy and Legislation		20	
Encourage members to make state and national legislative contacts. (personal notes, e-mail and visit) Apply for A.L.I.R.T. Award.	Public Policy and Legislation		10	
Invite legislators and/or public officials to <u>WORK</u> in a school kitchen for a portion of a day. List names (Up to three):  Name: _____ Name: _____ Name: _____ Copy of invitation for contact. Photo to document work.	President Public Policy and Legislation		90 maximum (20 per invitation) (10 per worker)	
Distribute ASFSA/GSFSA legislative issue papers and other policy information to members.	Public Policy and Legislation		10	
Distribute ASFSA/GSFSA legislative issue papers to local school board members, superintendent and other administrators, industry partners, and allied organizations, as appropriate.	Public Policy and Legislation		10	
Distribute current addresses and e-mail addresses of state and national representatives and senators at local meeting.	Public Policy and Legislation		10	
<b>Potential Points: <u>210</u></b>		<b>Chapter Points Estimated: _____</b>		<b>Affiliation &amp; Goals Points Earned: _____</b> <i>(for judges use only)</i>