

# Planning & Evaluating Your Year

## **FoodCorps Member Action Plan**

At the beginning of each partnership, FoodCorps and a school district create a partnership plan with multi-year goals. Before each school year, they collaboratively create an annual plan that breaks down each goal into activities and projects for that year. Once the FoodCorps member begins their term, they will review the annual plan and work with various stakeholders to detail the member's role and contribution using the Member Action Plan.

The Member Action Plan includes a Weekly Schedule section where the FoodCorps member can document and plan their weekly programming and discuss professional development goals and FoodCorps required evaluation components.

## **Sample School Schedule**

This Sample School Schedule outlines an example week in the life of a FoodCorps member. Please note that members are not expected to follow this exact schedule. Because each school co-develops its own Action Plan, every member's schedule will look slightly different.

## **Key Tools** *(Found in Appendix)*

### **Member Transition Guide**

FoodCorps members use the Member

Transition Guide to record important contacts, resources, and partners of the school. This ensures that important information is recorded and passed on from year to year. You should regularly update your Member Transition Guide throughout the program term.

### **Know Your State & District Policies Worksheet**

The choices schools can make about their food environment are often governed by policies at many levels: federal, state, district, and school. These policies can directly influence students' experiences of and decisions about food in school. These policies may make it easier—or harder—for your school community to make certain changes, so it is important to understand what policies are in place and how you might be able to influence them. This optional worksheet outlines some of the policies that are helpful to know about at the start of your term.

