

## **Action Plan Reflection Form**

Meet with this year's and next year's committee, respond to the following:

To what extent did your team meet the goals, objectives, and activities outlined in your action plan?

### **WHO**

Who was active on the committee?

Who assisted with specific activities?

Who wants to continue with the committee?

Who should be added to the committee to make it more representative?

Who was impacted by the activities?

### **WHAT**

What goals, objectives, activities were accomplished?

What goals, objectives, activities weren't accomplished?

What were the benefits to the staff? students?

What changes to the plan are recommended?

### **WHEN**

When throughout the year did the activities occur?

When was the best time of day to offer activities?

### **WHERE**

Where were programs/activities conducted: system-wide or within certain schools?

Where are places that few or no activities were offered?

### **HOW**

How was input for your plan gathered?

How was the effectiveness of your plan evaluated?

How was the importance of wellness promoted?

How was the importance of the team promoted?

How were the goals of your team linked to the mission and/or educational goals of your SAU/school/agency?

### **WHY**

Why were some activities better attended than others?

Why were some activities better received than others?

Why were some activities not accomplished?

Why should your team continue to function?