

# Initial Planning Meeting Worksheet

Instructions: Each curriculum outlines the roles and responsibilities. This worksheet will assist in planning. Complete all parts at the meeting.

Initial Planning Meeting Date: \_\_\_\_\_

## Attendees:

Nutrition Educator: \_\_\_\_\_  
Name and Contact Info

Garden Educator: \_\_\_\_\_  
Name and Contact Info

Classroom Teachers: \_\_\_\_\_  
Name and Contact Info  
\_\_\_\_\_  
Name and Contact Info  
\_\_\_\_\_  
Name and Contact Info

## School Administrators/Staff/Other Attendees:

\_\_\_\_\_  
Name and Contact Info  
\_\_\_\_\_  
Name and Contact Info  
\_\_\_\_\_  
Name and Contact Info



## Garden Educator

Garden will be ready: Date \_\_\_\_\_

Anticipated Harvesting: Month \_\_\_\_\_

Planting: Month \_\_\_\_\_

Give list of crops to Nutrition Educator by Session 1: Date \_\_\_\_\_

Give garden plot to Nutrition Educator by Session 4: Date \_\_\_\_\_

Will the garden education sessions coincide with or follow the Nutrition Education sessions?  Yes  No

Is there interest in additional garden time beyond or in addition to the 3 Garden Education sessions?  Yes  No

If Yes, the potential schedule: Dates \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Nutrition Educator

**Nutrition Education Sessions:** Complete using the Nutrition Education Scheduling Sheet

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Garden Educator will assist with teaching which Sessions?

Session 1:  Yes  No

Session 2:  Yes  No

Session 3:  Yes  No

Session 4:  Yes  No



## Classroom Teacher

Will establish the following plan for integrating the Classroom Connections:

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The role of the PE Teacher in the Walk Across NC Challenge: \_\_\_\_\_

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If the school has a designated safe walking distance, whether the students will earn their Walk Across NC miles by:

Walking  Body Breaks

Where the NC Map will be displayed and accessible by all classes to use:

Location \_\_\_\_\_

How the Garden Garland will be displayed in my classroom: \_\_\_\_\_

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Where the Garden Garland will be displayed in my classroom:

Location \_\_\_\_\_