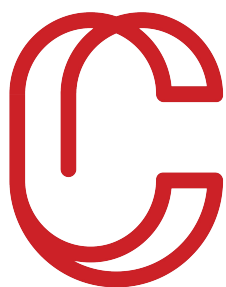


LOCAL PLAN OF ACTION TABLE OF CONTENTS



2024-2025 LOCAL PLAN OF ACTION

Local Plan Career Development & Growth Scroll Action Steps.	1
Local Plan Voice of School Nutrition Scroll Action Steps.	2
Local Plan Stakeholder Community Scroll Action Steps.	3
Local Plan Thriving Organization Scroll Action Steps.	4
Local Plan of Action Scroll Preparation Instructions.	5
Local Plan of Action Scroll Cover Sheet.	6
Local Plan of Action Scroll Award Score Sheet.	7
Local Plan Awards Deadline Check List.	8
Local Plan Scroll Activity Deadline Check List.	9
Beginning or Re-Affiliating Chapter Plan of Action.	10
2025 President's Award For Local Chapters.	11-13



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LOCAL PLAN OF ACTION – CAREER DEVELOPMENT & GROWTH

GSNA supports the professional growth and career pathways of members school nutrition professionals will continually improve their knowledge and skills to administer, manage, deliver, and sustain successful school meal programs.

Objective: Increase professional development opportunities, tools, and resources to foster member growth.

Number of activities to complete for Scroll: 8 Gold – 5 Silver – 3 Bronze

Completing 8 activities in this category helps to qualify for the Gold Scroll and President's Award

LOCAL SCROLL ACTIONS	REQUIRED DOCUMENTATION	GSNA ONLY
1. Hold at least 3 Local Meetings (<i>one meeting can be virtual</i>) that include: a. Include GSNA mission statement on all meeting materials b. Provide information on the following during at least 1 meeting on: <ul style="list-style-type: none"> Available GSNA and non-GSNA professional development opportunities SNA certification/SNS credentialing SNA/GSNA scholarships and grants-in-aid PPL and importance of advocacy; writing to legislators' information Recognize any local scholarship & grant-in-aid winners Benefits of membership GSNA volunteer opportunities Applying for GSNA/SNA awards Promote GSN Foundation along with Foundation activity information Encourage attendance at all GSNA and GaDOE educational opportunities 	Copies of Agendas	
2. Include a professional development/educational presentation during at least 1 local meeting	Copy of agenda with title of the presentation and presenter name.	
3. Submit training topic and speaker requests for upcoming GSNA educational events to District President by 9/30/24	Copy of email	
4. Attendance at GSNA Manager's Retreat & Training	List name of attendee(s):	
5. Attendance at GSNA SNAP Training	List name of attendee(s):	
6. Attendance at GSNA Industry Seminar Conference	List name of attendee(s):	
7. Attendance for one or more members at the 2025 GSNA Annual Conference in Athens	List name of attendee(s):	
8. Attendance at, at least one of the following: GSNA meeting, SNA meeting, Industry Conference, or GaDOE webinar or training (not Director's Briefing)	List name of attendee(s):	
9. Attendance at 2024 Kickoff Luncheon – September 19, 2024, in Macon	List name of attendee(s):	
10. Contribute \$50 to GSN Foundation &/OR donate item for silent auctions &/OR sponsor hole at or volunteer during golf tournament	List contribution(s): +1 additional point for more than one \$_____	
Total Activities Completed	TOTALS:	
Elective Activities: Conduct up to 2 additional activities that focus on professional development		
Total Elective Activities completed		



LOCAL PLAN OF ACTION – VOICE OF SCHOOL NUTRITION

Policy makers, school officials, parents and school nutrition professionals will rely on GSNA as the leading advocate for school nutrition programs.

Objective 1: Increase efforts to educate policy makers and other decision-makers on the value, scope, and complexity of school nutrition programs.

Objective 2: Increase efforts to enhance the public's perception of school nutrition professionals and school nutrition programs.

Number of activities to complete for Scroll: 14 Gold – 11 Silver – 9 Bronze

Completing 14 activities in this category helps to qualify for the Gold Scroll and President' Award

LOCAL SCROLL ACTIONS	REQUIRED DOCUMENTATION	GSNA ONLY
Advocacy		
1. Share SNA and GSNA position papers and policy action alerts to local members	Copy of meeting agenda or copy of email(s)	
2. Invite Legislators (GA/National) and/or Board Members to eat at their school or to a chapter meeting and/or attend Kick Off Luncheon in Macon on September 19, 2024	Documentation of invite	
3. Attendance at GSNA Legislative Advocacy Conference by at least one member of GSNA Local Board	Name of Attendee(s):	
4. Promote attendance at SNA LAC	Copy of meeting agenda or copy of email(s)	
5. Donate to GSNA Legislative Fund: \$2 per local SNP employee by 3-1-25	Date: _____ Amount: \$ _____	
6. Submit ALIRT Award application to District PPL Chair by 3/1/25	ALIRT application	
Public Image		
7. Complete monthly social media posts tagged with #ALLINGSNA	Screenshot of post	
8. Encourage "like/follow" of GSNA accounts by all members and non-members via social post, email, or verbal communication	Method of encouragement & date(s) Methods: Dates:	
9. Submit application for Media Award	Media Award submitted	
10. Submit entries for Participation Awards (Certification, % meal increase, high participation)	Award submissions	
11. Participate in local community project or fundraiser that promotes the education process.	Photos and/or description of project	
12. K12 Happenings Throughout the State – submit district best practice activities (hiring events, industry partnerships, staff initiatives, student promotions, etc.) to District President each month One District will be selected as "District of the Month" each month	Copy of Communication Submit to District President Monthly by the 15 th of each month Aug-April	
13. Create a 1-minute elevator speech regarding the importance of School Nutrition and the impact it has on the education of our students.	Present at local meeting and submit speech to District.	
14. Have at least one school with an active NAC group;	Photo of one NAC meeting or activity	
15. Submit an entry for the NAC of the Year Award or NAC Art Contest	Copy of Award submitted	
Total Activities Completed		TOTALS:
Elective Activities: Conduct up to 2 additional activities that focus on advocacy and/or public image (such as DOE Cafeteria of Excellence or Tray of the Week)	Description of each activity	
Total Elective Activities completed		



LOCAL PLAN OF ACTION - STAKEHOLDER COMMUNITY

School nutrition programs statewide will be strengthened through the engagement, leadership, and collaboration among GSNA's members, the GSNA Foundation, allied partners, and other stakeholders.

Objective 1: Increase membership and member retention.

Objective 2: Increase opportunities for partnerships of GSNA members that reflect the association's core values.

Objective 3: Continue growth of relationships with industry partners to be seen as valued leaders among the membership.

Number of activities to complete for Scroll: 12 Gold – 9 Silver – 6 Bronze

Completing 12 activities in this category helps to qualify for the Gold Scroll and President's Award

LOCAL SCROLL ACTIONS	REQUIRED DOCUMENTATION	GSNA ONLY
Membership		
1. Pay for membership for someone who is not currently a-GSNA member	Name of non-member Name:	
2. Encourage an industry partner to join GSNA <u>OR</u> thank one or more industry partner(s) for GSNA membership/sponsorship	Copy or date of communication Date:	
3. Provide at least 2 ideas for new member recruitment and retention of existing members incentive strategies to District President by 9/30/24	Copy of email to District President	
4. Set a membership goal to increase membership and list on affiliation form Bonus point if membership goal is met	Complete affiliation form by 10/1/24 and record membership increase goal	
5. Apply for 100% membership award	Award application submitted to GSNA	
6. Invite an industry member to present at a local board meeting, in-service, or manager's meeting	Name of industry member(s) attending Name:	
7. Submit Local affiliation form	Submit by 10/1/24	
8. Submit list of 2025-2026 Local officers	Submit by 3/1/25	
9. Apply for at least one position recognition awards Employee of the Year, Manager of the Year, Director of the Year, Central Office Support, etc.	Award application submitted	
10. Promote/facilitate Local Level Culinary competition	Encourage participation and local winners submitted by deadline–List Contestant and Recipe Name Contestant: Recipe:	
11. Send pictures of project activities (Ex: breakfast & lunch trays, school promotions, NSLW, NSBW, Harvest of the Month, students & staff, etc) for the GSNA website and social media accounts to GSNA Social Media Chair, gsnasocialscroll@gmail.com	Dates of Pictures (1 point per submission for up to 3 submissions)	
12. Submit pictures to gsnasocialscroll@gmail.com for use in Georgia Gems Fall Issue–August 31 st , Winter Issue–November 15 th , Spring Issue – February 1 st	Pictures sent to GSNA for Georgia Gems Yes: _____ No: _____	
Total Activities Completed	TOTALS:	
Elective Activities: Conduct up to 2 additional activities that focus on membership and community		
Submit one mini article for Georgia Gems (Fall, Winter, or Spring Issue) Submit to gsnasocialscroll@gmail.com by the submission deadline Fall–August 31 st , Winter - November 15 th , Spring – February 1 st		
District is totally School District Owned Membership		
Total Elective Activities Completed		



LOCAL PLAN OF ACTION – THRIVING ORGANIZATION

GSNA will have a financially sustainable funding model with a nimble governance and headquarters staff structure that is aligned with the strategic plan and reflects contemporary business practices.

Objective 1: Improve GSNA Local Board policy and procedures that will encourage a financially stable association.

Objective 2: Support the development of new leaders within our local, district, and state association.

Number of activities to complete for Scroll: 5 Gold – 3 Silver – 1 Bronze

Completing 5 activities in this category helps to qualify for the Gold Scroll and President's Award

LOCAL SCROLL ACTIONS	REQUIRED DOCUMENTATION	GSNA ONLY
1. Review budget and discuss potential fundraisers to generate revenue for GSNA local level projects and participation in GSNA events	Copy of meeting agenda	
2. Submit at least 2 fundraiser ideas to District President by 9/30/24	Copy of email to District President	
3. Implement a Local level fundraiser	Submit information on fundraising goal, activity and if goal met	
4. During a local meeting conduct one engagement opportunity with the goal of increasing leadership development	Copy of meeting agenda, activity explained and result	
5. Submit a name for 2025-2026 Leadership Academy	Documentation is submitted name	
Total Activities Completed	TOTALS:	
Elective Activities: Conduct up to 2 additional activities that focus on governance, Operations or contributing to a robust pipeline	Description of each activity	
Total Elective Activities Completed		





Plan of Action Scroll Preparation Instructions

The Plan of Action (PoA) reflects the message of this year's theme "We Are All in This Together". Its purpose is to help members connect with existing and new members to improve involvement and access to GSNA events and activities.

The PoA is divided into four sections that represent the major focus areas – Career Development & Growth, Voice of School Nutrition, Stakeholder Community and Thriving Organization. Each area has several activities that will focus on the work to be conducted and completed by the chapters and districts. The activities are designed to accomplish the work of the Association as outlined in the State Strategic Goals and to allow for choices that reflect the needs of the local chapter or district.

Activities listed as Local Scroll Actions have been identified as essential to the success of the association on a local level and are important in strengthening the association at the local level. Each POA receives a completion credit for completing the plan, credit noted on score sheet. Additional activities, called Electives, may be conducted in place of the activities listed for each PoA area plan. These activities are intended to allow chapters and districts to conduct activities that best meet the needs of their members. To document electives, place completed documentation and brief description of activity, in each section behind other documents and mark page as "Elective".

Gold, Silver, and Bronze scrolls will be awarded based on the number of activities completed. Each plan indicates the number of total activities that must be completed for each scroll award. Each PoA area also indicates the documentation needed for each activity.

Completing the Scroll

Please submit your scroll in a 3-prong folder.

Place the following pages in the **order** as indicated:

1. Complete the **Scroll Application Cover Page**. This page should be the first page in the book.
2. Next, place a tab to identify the first scroll action – **Career Growth & Development**
3. Place the completed documentation page for the scroll action in order behind the tab
4. Place any required documentation, such as a copy of the *agenda, for the scroll action in order behind the tab.
5. Next should be the second tab to identify the second scroll action – **Voice of School Nutrition**
6. Place the completed documentation for the scroll action in order behind the tab.
7. Place any required documentation, such as a copy of the *agenda, for the scroll action in order behind the tab.
8. Next should be the third tab to identify the third scroll action – **Stakeholder Community**
9. Place the completed documentation page for the scroll action in order behind the tab.
10. Place any required documentation, such as a copy of the *agenda, behind the documentation page.
11. Place the fourth tab to identify the fourth scroll action – **Thriving Organization**
12. Place the completed documentation page for the scroll action in order behind the tab.
13. Place any required documentation, such as a copy of the *agenda, behind the documentation page.
14. **Elective Activities: place completed documentation and brief description of activity, in each section behind other documents.**
15. Place the **Scroll Score Sheet** as the last page in the book.

Plans should be submitted in 3-prong folder: Send to GSNA 2372 Main Street Tucker, GA 30084

1. Place a label on the front of folder with chapter name. Submit all documentation in proper order as outlined in the steps above.

ALL SCROLL BOOKS MUST BE IN THE GSNA OFFICE BY MARCH 1, 2025.

* The agenda may be used more than once as documentation for any scroll action.

Local Plan of Action Scroll CoverSheet

All scrolls MUST BE IN the GSNA
office no later than March 1, 2025

GSNA SCROLLS & PRESIDENT'S AWARD
2372 Main St., Tucker, GA 30084
E-MAIL: info@georgiaschoolnutrition.com

Please place a copy of this COVER SHEET at the
front of our folder.

GSNA DISTRICT: ___1___2___3___4___5___6___7___8___9___10
(Check your district)

Local Chapter Name: _____

Local President's Name: _____

Address (Work):

Telephone (Work): _____ FAX: _____

Address (Home): _____

Telephone (Home): _____

E-mail Address: _____

Date received by

GSNA Use Only!

2024-2025 SCROLL SCORE SHEET

Local Chapter Name: _____

Total of Activities to Complete for each plan for Gold, Silver, or Bronze Scroll			Local Plan of Action	Total activities completed	Up to 2 Elective Activities may be completed per plan, add electives	*Total combined points achieved per Plan of Action
Gold	Silver	Bronze				
8	5	3	Career Development & Growth			
14	11	9	Voice of School Nutrition			
12	9	6	Stakeholder Community			
5	3	1	Thriving Organization			
GOLD 38 - 46- SILVER 28 - 37 BRONZE 22 - 27			Scroll Achieved to be Awarded:			Total Points:

*** To calculate "Total combined points" add figures in Total Activities Completed column + Electives column = Total Points.**

GSNA Thanks Our 2024-2025 Handbook Sponsors:



2024-2025 GSNA AWARDS DUE DATES

GSNA AWARDS FORMS: <https://www.georgiaschoolnutrition.com/awards>

AWARD	SEND TO	DUE DATE
Grants-in-Aid and Scholarships	GSNA Headquarters	August 1, 2024 December 15, 2024 March 1, 2025
Honorary membership	GSNA Headquarters	December 16, 2024
Culinary Arts Winners (Local)	District Chairman	January 13, 2025
GSNA NAC Art Contest (Local) Competition	Local President/Judges	January 20, 2025
GSNA NAC Art Contest (District) Competition	District President	February 17, 2025
Scroll Application Cover page to District President	District President	February 21, 2025
Ann C. Smith/Hall of Fame Award	GSNA Headquarters	March 3, 2025
Beyond the Plate Award	GSNA Headquarters	March 3, 2025
GSNA Culinary Arts (District)	GSNA Headquarters	March 3, 2025
Malcolm Quillen School Nutrition Hero Award	GSNA Headquarters	March 3, 2025
Media Award	GSNA Headquarters	March 3, 2025
Naomi Tolbert Central Office Support Award	GSNA Headquarters	March 3, 2025
Certification Awards	GSNA Headquarters	March 3, 2025
Consistently high Participation Awards	GSNA Headquarters	March 3, 2025
Director of the Year	Online at https://schoolnutrition.org/resources/awards-scholarships/	March 3, 2025
Employee of the Year/GSNA Golden Leaf Award	Online at https://schoolnutrition.org/resources/awards-scholarships/	March 3, 2025
Josephine martin Award of Excellence	GSNA Headquarters	March 3, 2025
Manager of the Year/GSNA Lucille T. Watson	Online at https://schoolnutrition.org/resources/awards-scholarships/	March 3, 2025
Membership Awards	GSNA Headquarters	March 3, 2025
GSNA NAC Art State Competition	GSNA Headquarters	March 3, 2025
NAC of the Year	GSNA Headquarters	March 3, 2025
NAC Grant	GSNA Headquarters	March 3, 2025
Scroll Awards Book and Documentation	GSNA Headquarters	March 3, 2025
Three (3) % or More Increase in Participation (Breakfast and/or Lunch)	GSNA Headquarters	March 3, 2025
Marie McGlaun A.L.I.R.T Local Contacts Applications	District Legislative Chair	March 3, 2025
Marie McGlaun A.L.I.R.T District/Local Contacts Applications	GSNA Headquarters	March 10, 2025

GSNA HEADQUARTERS: 2372 MAIN ST., TUCKER, GA 30084

PHONE: 770-934-8890 **FAX:** 770-934-8917 **E-MAIL:** info@georgiaschoolnutrition.com

2024-2025 LOCAL SCROLL ACTIVITY DEADLINE CHECK LIST

DUE DATE/ DEADLINE	ACTIVITY	DATE COMPLETED
CAREER DEVELOPMENT & GROWTH		
9/30/24	Submit training topic and speaker request for GSNA Educational events to District President	
3/1/25	Contribute \$50 to GSN Foundation, donate Silent Auction Item or volunteer during golf tournament.	
VOICE OF SCHOOL NUTRITION		
15 th of each month of the 24-25 SY	Submit Local best practices/activities to District President	
1/15/25	Submit Local NAC Art winners to District President	
3/1/25	Donate to GSNA Legislative Fund: \$2.00 per local SNP employee	
3/1/25	Submit ALIRT Award applications to District President	
3/1/25	Submit for Media Award	
3/1/25	Submit for Participation Awards	
STAKEHOLDER COMMUNITY		
8/31/24 11/15/24 2/1/25	Submit pictures for Georgia Gems	
9/30/24	Provide at least two ideas for new member recruitment and retention to District President	
10/1/24	Submit Local Affiliation	
3/1/25	Apply for 100% membership award or increased membership award	
3/1/25	Submit 2025 – 2026 Local Chapter officers	
3/1/25	Apply for at least 1 position recognition award	
3/1/25	Submit "Year in Review" presentation to District President	
THRIVING ORGANIZATION		
9/30/24	Submit at least 2 fundraiser ideas to District President	
3/1/25	Submit a name for 2025-2026 Leadership Academy	

BEGINNING CHAPTER PLAN OF ACTION 2024-2025

A “Beginning Chapter” may be a new chapter or a chapter re-affiliating after a minimum of two years of no activity.

Beginning Chapter Activities	Required Documentation	GSNA Only
1. Submit completed GSNA Local Affiliation Form and Local Bylaws adopted, by October 1, 2024 to GSNA headquarters office, 2372 Main St., Tucker, GA 30084. Contact GSNA headquarters (info@georgiaschoolnutrition.com) for a sample copy of bylaws.	Submitted Local Affiliation Form and Local Bylaws. Yes _____ No _____	
2. Support state and national legislative goals and issues.	Supported state and national legislative goals and issues. Yes _____ No _____	
3. Conduct three local meetings either physical, virtually or with the distribution of training materials that include topics relating to school nutrition advocacy, membership, and community involvement.	Conducted three local meetings in some form, 3 agendas attached: Yes _____ No _____	
4. Elect officers for your chapter.	Attach elected officer's form.	
5. Submit list of 2025-2026 officer names and complete addresses to GSNA Headquarters postmarked by March 1, 2025.	Submitted 2025-2026 officer form: Yes _____ No _____	
6. Increase the awareness of GSNA/School Nutrition through community involvement. Share the great things your system has done to get the school nutrition story to schools, board, parents, students, communities, and government officials via one of the outlets below. A. Classroom visit B. School/system Web site C. NAC Groups D. Community Activity E. Local newspapers F. No Child Hungry Activity G. Local Radio H. Presentation to PTA/PTO I. Presentation to BOE J. Present at school council meetings K. Other List outlet/event by letter with a brief description of how you educated the public on SNP. May attach additional pages. _____ _____ _____	Increased awareness of school nutrition through community involvement. Yes _____ No _____	
7. Send 2 or more pictures and short description of local meetings or events with your District President.	Send pictures to District President.	

All “Beginning Chapters” may earn a “Rising Star” scroll by completing all the above actions steps and submitting the scroll application with cover sheet to GSNA postmarked by March 1, 2025.



President's Award for Local Chapters

This year's President's Award will be awarded to the local chapter that conducts a project that best represents the efforts of supporting the local school(s). The project should reflect the connection between the local chapter and the school community.

The project does not need to be an innovative or new idea but should be a well-organized effort by the chapter to reach out to the school(s) within the community. Examples include participation in: Parent/Teacher night, fundraisers for school groups such as backpack programs, participating in school mentoring programs or any other involvement that identifies a need of the school community.

Criteria:

Conduct a project that sets a goal highlighting the School Community. Project must involve wide participation from chapter members. The project must be documented using the information listed below. Documentation must be received by the deadlines indicated.

Documentation:

1. Explanation of project that answers following questions:
 - What do you hope to accomplish with this project, what is your goal?
 - Who is your target audience?
 - How will members participate?
 - How will you measure success?
2. List activities involved to conduct project
3. Did you accomplish your goal?
4. Submit 5-10 pictures in power point.
5. Submit media write-up if available
6. Summarize the project results

Scoring:

1. Membership involvement	30
2. Explanation of project	25
3. Pictures included in correct format	20
4. Reach objective/goal	15
5. Media coverage	5
6. Summary of Project	5





President's Award for Local Chapters

Complete and submit to Georgia School Nutrition Association, 2372 Main St., Tucker, GA 30084 by 5:00 PM on 3/15/25. You may use additional pages if more space is needed to answer questions.

Local Chapter Name: _____ District# _____

PROJECT TITLE: _____

1. What was your goal? Did you accomplish your goal?

2. Who was your target audience?

3. How did members participate?

4. How did you measure success?



Local Chapter President's Award Continued

5. List activities.

6. Project Summary: What were some of the challenges faced in putting the project together, how did you overcome them, what did the members enjoy about the project, how do you think the community benefitted from the chapters project?

7. Provide printed PowerPoint of pictures documenting project.

8. Provide copies of media coverage if available.

