



California Department of Education, Nutrition Services Division

Preschools SHINE Fact Sheet

Criteria for Element 10: Leadership Team

The leadership team includes a director, teacher, parent, and food service personnel (nutritionist, cook, menu planner). The leadership team of a family child care home will consist of the sponsor organization monitor and provider.

Making changes to improve the nutrition and physical activity environment requires a team effort. Sometimes the process may seem overwhelming, especially if only one person tries to do it all.

To make the process manageable, create a leadership team at the center site. A director may enlist help from board members, teachers, a resource specialist, food services personnel, and families. Family child care providers may work with the sponsor organization's staff for guidance and resources.

The leadership team is the leader and champion for achieving a high-quality child care nutrition and physical activity program at the site. The team serves as the catalyst for innovation, creativity, and "outside-the-box" thinking to create a healthy nutrition and physical activity environment. To meet the criteria for Element 10, the leadership team has the following responsibilities:

- Lead site staff members to work together so that the center or program can qualify as a Preschools SHINE site.
- Communicate the vision of a Preschools SHINE site to staff members.
- Promote team building and encourage staff to work together, face challenges, and develop solutions to provide a healthy environment for children.
- Complete required Preschools SHINE training, recognize the site's training needs, and organize training for staff members.



- Conduct a site assessment using the Preschools SHINE Self-Assessment instrument. Team members should compare each other's assessment results and identify program strengths and areas of improvement for each element.
- Develop an action plan and timeline for working on the elements, and identify each team member's responsibility.
- Work collaboratively to develop needed wellness policies and refine the wording to ensure that policies are clear and easy to understand.
- Monitor and track progress and accomplishments. Celebrate your successes (large and small) along the way.
- Ensure that the site maintains its high standards for health, nutrition, and physical activity.
- Apply for a Preschools SHINE certificate after meeting the program criteria.