



SHAC MEETING MINUTES

Below are the meeting minutes from the SHAC (Student Health Advisory Council) committee meeting.

Meeting Information:

The SHAC meeting took place on Friday, October 6, 2023 virtually and in-person at the GISD PDC (Shugart Professional Development Center).

Meeting Attendees:

Beth Harshman-Martinez	Parent	In person
Craig Hempel	Student Services	In person
Dr. April Graves	Parent	In person
Kim Thiehoff	Senior Citizen	In person
Laura Vayda	Health Services	In person
LeeAnn Stephenson	SHAC Chair Health & PE	In person
Dr. Lisa Olsen	Counseling	In person
Nancy Paschal	Health Services	In person
Renee Kotsopoulos	Health Services	In person
Sheri Thompson	Parent	In person
Sophia Green	Parent	In person
Teena Johnson	GISD Citizen	In person
Virginia Pollard	Board Appointed Member	In person
Dr. Kimberly Caddell	Assistant Superintendent Curriculum & Instruction	In person
John Beltz	Teacher	Virtual
Justin Browne	Parent	Virtual
Megan Farmer	Community Member	Virtual

Committee Purpose:

The TEA requires all school districts to establish a district School Health Advisory Council, TEC Chapter 28, Section 28.004. SHAC is a group of members representing segments of individuals of the Garland ISD community, district employees, and parents



appointed by the Board of Trustees. The SHAC assists in addressing the physical and health needs of students in Garland ISD. The SHAC plays an important role in communicating the connection between health and learning to school administrators, parents, and community stakeholders. The SHAC assists the district in ensuring that local community values are reflected in the district's coordinated school health program. Coordinated school health focuses attention on the priority areas that include student nutrition services, health services, a healthy and safe school environment, counseling and mental health services, employee wellness, family and community engagement, physical education, and health education for the most effective way to meet the health needs of district's students.

Responsibilities:

The SHAC must hold 4 meetings each school year. A school district **MUST** consider the recommendations of the SHAC before changing the district's health education curriculum or instruction. The SHAC will provide a written annual report to the Board of Trustees each school year. A majority of the members must be persons who are parents of students enrolled in the district and who are not employed by the district.

Agenda:

[Agenda SHAC Meeting - 10.6.2023](#)

Meeting Dates:

Meetings for the 2023-2024 school year are scheduled as follows. Meetings will be conducted in person.

- October 6, 2023 (***date change***)
- November 15, 2023
- February 14, 2024
- April 10, 2024

Meeting Minutes:

The meeting was called to order by LeeAnn Stephenson at 12:14 p.m.

Presentation - LeeAnn Stephenson

What is SHAC? The SHAC is composed of GISD community parents, district staff, etc. to make sure we are in compliance and set goals according to the TEA, as required by Chapter 28. The majority of the committee's members must be parents of students enrolled in the district that are not district employees. The benefits of the SHAC include an important role in communicating connection in health and learning. The responsibilities of the SHAC include holding 4 meetings each school year in order to



make recommendations to the district, as well as, a written annual report presented to the school board each year. The priority areas of the SHAC were presented and include Nutrition & Employee Wellness, Health Services, Healthy & Safe School Environment, Counseling/Mental Health Services, Family & Community Engagement, and Health and Physical Education. The list of representatives from each area were presented.

The SHAC is required to take meeting minutes and post them on the district website. Most sub-committee business will be conducted outside of regular SHAC meetings. SHAC meeting notifications must be posted 72 hours prior to each meeting on the district website and on each campus in the district. The SHAC is required to submit a school health survey each year to the TEA for the district. This presentation has a link to TEA for all SHAC guidelines for review.

This summer, the TEA provided SHAC [FAQs](#) which articulate common questions of the SHAC, including how we are governed. A few facts were highlighted: The number of hours required for K-8 in physical education, policies and procedures for each grade level, and the selection, review, and approval of curriculum through the SHAC. Reviewed the previous year's law change for human sexuality which requires the to inform parents to be notified of Human Sexuality & Responsibility instruction at least 14 days prior to instruction. SHAC membership requires teachers, district personnel, primarily parents, and community members to make up the committee. SHAC meetings must be recorded, and this meeting is being recorded.

The open meetings act was discussed. The September SHAC meeting was rescheduled and upcoming meetings have been posted to the district website through April. The dates for all SHAC meetings for the year are October 6, November 15, February 14, and April 10. The SHAC typically meets at 12:00 p.m. to 1:30 p.m. We extended our meeting time from one hour to an hour and a half last school year to align with the duration of our typical meetings. This change was necessary since our meetings typically extended past an hour. We can revisit the meeting time allotted this year with a vote, if necessary. The 2022- 2023 Annual SHAC Report was noted and is available for review. The report and all SHAC business can be found on our district coordinated health website.

The SHAC has twelve current parent member applications received. The twelve parent applicants were officially accepted as members today. As of Friday, October 6, 2023, four SHAC member Board appointments were received. The SHAC is required to have five Board appointments, so we are headed in the right direction. Mrs. Virginia Pollard is in attendance today and we are happy to have her. One Board appointed member declined the invitation as their schedule does not allow their participation, so the count is reduced to four. The SHAC is made of eight components of coordinated school health, and our committee is represented by one person each for those areas of focus. Those persons are: Health & Physical Education, LeeAnn Stephenson, Healthy & Safe



School Environment, Shelley Garrett, Counseling & Mental Health Services, Lisa Olsen, Parent & Community Involvement, Jonathan Armstrong (community) and Jessica “JR” Chester (parent co-chair), Staff Wellness, Sabrina Jeter (TBD), Health Services, Renee Kotsopoulos, and Nutrition Services, Craig Hempel. That establishes the current committee with twelve parent members, seven district members to fulfill the eight components of coordinated school health, and three board appointed members. Additional applicants will be added by vote of our current 2023-24 SHAC members.

The SHAC is continuing multiple efforts to ensure compliance with the committee parent majority requirement. We will continue to work to ensure our parent membership is 51% or more. One way we do this is by extending our membership application which is common practice each year. The SHAC member application has remained open as a result. The SHAC has reached out to Jonathan Armstrong from the Family & Community Engagement department to see if PTA members would be interested in serving on the SHAC. We are also sharing the member recruitment and application on social media. We will ask parents to share on their social media accounts again this year. The SHAC will need to decide how long we want to extend our application this year.

Question received: Is there a set number of people on the SHAC?

Answer: LeeAnn Stephenson responded, “No.” Our SHAC committee voted and approved the committee to not exceed 30 members in 2022-23. When we had applications that exceeded that decision by 5, we decided to accept all 35 last year. We can have sub-committees to help as well. We can have others provide input even if they do not have voting rights. Many applicants this year will have the opportunity to serve on a subcommittee although they are not SHAC members. That information and work will be provided to the SHAC committee for voting and approval.

Department Updates:

Student Nutrition - Craig Hempel

Craig presented regarding monthly nutrition promotions around the holidays. We increased the number of CEP (community eligibility provisions) where all lunches and breakfasts are now free. All information regarding this is on the district website. Nutrition has quarterly meetings. The next meeting will take place on November 6, 2023 at 5:00 p.m. at the Padgett building. Everyone in the community is invited. Craig communicated that the SHAC is required to update the local wellness policy every three years and it is due this year. You can review the policy on our website. We will have an opportunity to review this information in one of our upcoming meetings. The policy update will take place in a subcommittee. Nutrition interns were introduced, Isabella and Marissa, who are going through ACU and will work through the end of the month with us.

Health Services - Renee Kotsopoulos



Renee presented from Health Services. CPR training facility was changed after review. Health Services has trained countless staff members, and they are seeing more participation on campuses this year. We moved to a new training facility to reduce the \$250 training fee per instructor we were paying by having someone outside of the district conduct our instructor training. If in house, it only costs \$6. Health Services has increased glasses and other services to students. Fentanyl instruction is now required in the Health curriculum. We were already doing a lot before the law was passed, in particular, through our Counseling Department to adhere to the new law. Campuses may reach out to school nurses to get trained in CPR. What is being offered to staff? Each middle school will have meningitis and TDapp shot clinics. This will help us get students to school and vaccinated as soon as possible, and to prevent parents from having to take off work. We will go to high schools, in particular for older students so they can get them before they turn 19. Laura Vayda is always supporting Renee in their efforts. Nancy is an itinerant nurse who was able to attend in person today.

Risk Management - Sabrina Jeter

Risk Management handles insurance, worker's comp claims, and student insurance on a volunteer basis. Student insurance is available for parents who don't have insurance, and it is primary. For those who have insurance, it is secondary. If you are in athletics, you are covered.

Question received: Students have the option to apply when? Where is the information found?

Answer: Students have an option at the beginning of the year, they must choose it. Campuses have the information and Student Services also have the information.

Sabrina can provide the information directly and assist if needed. The Premier plan, for example, covers \$250 - 4,000 per day for hospitalization. You can get 24 hour coverage, or school time which only covers time in school. Sabrina will share more information about the insurance as several members asked more about it. Some indicated they were not aware of the program. It is on the district website, per Jonathan Armstrong. It is under School Operations simply searching Student Insurance. According to one committee member, it isn't on the app. This is specifically for accidents, including fights.

Family & Community Engagement - Jonathan Armstrong

Jonathan shared that Parent University will take place at Brandenburg Middle School on November 9, 2023. Save the Date! Several departments are working together to plan this event. Follow us on social media to learn more. If you would like to present, reach out to Jonathan now.

Guidance & Counseling - Lisa Olsen



Lisa Olsen shared Counseling upcoming initiatives for October which are Drug Prevention and Anti Bullying. You Matter events will include flyers with candy or stickers to promote mental health and connect to resources. Slide presentations and flyers have been provided to all school counselors for each level so they can push out the information and promotions according to their own campus needs. We are investigating the Fentanyl lessons, working with Teena Johnson who has been an advocate for awareness and connected to free lessons created to support the new laws associated. Teena Johnson shared her story about her son, Cullen, and fentanyl.

[Counseling](#)

Parents & Community

Parents and Community Members in person and online virtually introduced themselves. The sign in sheet will note those in attendance. Dr. Caddell was in attendance to audit the committee meeting.

Closing Meeting Information:

The meeting was adjourned at 1:15 p.m.

House Bill 3908 requires instruction recommended by SHAC related to opioid addiction to students in grades 6-12 and must include information on suicide prevention, abuse prevention, and educate students on local and school resources that assist. Policies to review recess guidelines, wellness policy, SHAC membership, and fentanyl curriculum will be addressed in SHAC committees to submit for SHAC members to vote and approve.

The Next SHAC Meeting will take place on Wednesday, November 15, 2023 at 12:00 PM at the PDC.

Meeting Recording:

[SHAC Meeting Recording - 10.6.2023](#)



SHAC Members:

1.	LeeAnn Stephenson	Health & Physical Education / SHAC Chair
2.	Shelley Garrett	Healthy & Safe School Environment
3.	Dr. Lisa Olsen	Counseling & Mental Health Services
4.	Jonathan Armstrong	Family & Community Engagement
5.	Sabrina Jeter	Risk Management (Staff Wellness)
6.	Renee Kotsopoulos	Health Services
7.	Craig Hempel	Nutrition Services
8.	Jessica "JR" Chester	Parent / SHAC Co-Chair
9.	Beth Harshman-Martinez	Parent
10.	Dr. April Givens	Parent
11.	Sheri Thompson	Parent
12.	Sophia Green	Parent
13.	Veronica Davis	Parent
14.	Liz Kiertscher	Parent
15.	Justin Browne	Parent
16.	Leilani Dodgen	Parent
17.	Vanessa West	Parent
18.	Karyn Shaw	Parent
19.	Mirella Salinas	Parent
20.	Virginia Pollard	Board Appointed Member