**PURPOSE:** To identify district health related issues and seek input  
**LOCATION:** BISD Service Training Room 1  
**FACILITATORS:** Tanya Coleman, District Head Nurse  
**TIME:** 5:00 p.m.

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### 8 Areas of Responsibility for the SHAC:

- Health Education  
- Physical Education  
- Family/Community Involvement  
- Health Services  
- Nutritional Services  
- Healthy School Environment  
- Health Promotion for Staff  
- Counseling, Psychological, & Social Service

Items Marked Are Represented In The Agenda Below

<table>
<thead>
<tr>
<th>TIME</th>
<th>AGENDA TOPIC</th>
<th>PRESENTER</th>
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| 15 Min. | ★ Welcome & Opening Remarks  
- Approval of agenda  
- Approval of last meeting minutes  
  - A copy of the previous meeting minutes copies were provided  
  - The agenda and the minutes were reviewed  
  - Members were provided the opportunity to ask questions  
  - The agenda and minutes were approved  
  - Meeting was recorded and members notified of the recording | Tanya Coleman |
| 15 Min. | ★ Review SHAC Officer Roles & Responsibilities  
- 2022-2023 Officer Interest Survey  
  - Nurse Coleman explained roles of officers: Co CHair, Chair Elect and Secretary  
  - Officers are a 2 year commitment  
  - Those interested can fill out QR code to express interest; Survey can be sent electronically  
  - Members were provided the opportunity to ask questions and facilitator provided additional information | Tanya Coleman |
| 15 Min. | ★ SHAC Subcommittees  
- 2022-2023 Subcommittee Interest Survey  
- Sub Committees: interested SHAC members to join a subcommittee. QR code to survey on agenda  
  - Physical Education-recommending hours of instruction, policies, etc for physical health concerns  
  - Adult Well Being-recommendations for employee wellness  
  - Substance and Alcohol Abuse recommendations for procedures, curriculum for substance abuse prevention  
  - Other subcommittee topics were discussed  
  - Additional meeting times may be needed to discuss subcommittee topics | Tanya Coleman |
| 20 Min. | ★ Closing  
- Next meeting date is Tues., April 25th  
- Possible subcommittee meeting dates | Tanya Coleman |

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### Additional Information:

- The meeting will be audio recorded and posted to the district’s website.  
- The meeting agenda and minutes will be posted to the district’s website.  
- The SHAC must meet four times per year.
The Texas open meeting laws do not apply to local SHACs because they serve in an advisory role vs. a decision-making or fiscal role.

The BISD SHAC is required to submit to the district's school board a written report that includes:

- recommendations concerning health education curriculum and instruction that has not been previously submitted to the school board;
- Any suggested modifications to previous recommendations made by the SHAC to the school board;
- A list of activities during the period of the written reports submitted to the school board;
- Any recommendations by a subcommittee specific to physical activity and fitness.