

# Austin ISD School Health Advisory Council Meeting

**Wednesday, September 18, 2024**

**6:00 p.m.- 7:30 p.m.**

**Meeting Location:**

AISD HQ: 2nd Floor

4000 S. IH 35 Frontage Road

Austin, Texas 78704

*The SHAC may take action during the meeting as it clearly and directly relates to any agenda item on the table at the time.*

Time	Agenda Item	Presenter or Staff Resource
6:00 p.m.	<b>Call to Order</b> The meeting was called to order at 6:01 PM.	Susanne Kerns, Co-Chair
6:05 p.m.	<b>Approval of the September 18, 2024 Meeting Agenda</b> Motion was made by Ann Teich to approve the September 18, 2024 SHAC meeting agenda and was seconded by Maria Solis. Motion passed unanimously.	Belynda Montgomery, Co-Chair
6:10 p.m.	<b>Introductions</b> <ul style="list-style-type: none"> <li>● <b>SHAC Members</b> <ul style="list-style-type: none"> <li>○ Ava McGuire: Senior at UT Austin</li> <li>○ Alana O’Malley: Licensed Psychologist</li> <li>○ Maria Solis: CHW self-employed contractor</li> <li>○ Ann Teich: Retired MS teacher &amp; former AISD trustee</li> <li>○ Leah Kelly: Parent</li> <li>○ Belynda Montgomery: Parent</li> <li>○ Susanne Kerns: Parent</li> <li>○ Mary Renfro: PE teacher at AISD (Odom ES)</li> <li>○ Emma Thornton: Senior at Ann Richards HS</li> <li>○ Michelle Gallas: DO FAAP</li> </ul> </li> <li>● <b>AISD Staff</b> <ul style="list-style-type: none"> <li>○ Alana Bejarano: Director of Health Services and Nursing</li> <li>○ Francina Hollingsworth: Assistant Director of Physical Education and Coordinated School Health</li> <li>○ Dr. Gloria L. Williams: Assistant Superintendent</li> <li>○ Deborah Casso: Executive Assistant</li> <li>○ Kari Hazard (virtual): PE Specialist</li> </ul> </li> <li>● <b>Recognition of guests</b> <ul style="list-style-type: none"> <li>○ None</li> </ul> </li> <li>● <b>Superintendent Greeting</b> (if available) Not in attendance</li> </ul>	Belynda Montgomery, Co-Chair Alana Bejarano, Director of Health Services and Nursing Stephanie Hebert, AISD Health Education Curriculum Specialist Francina Hollingsworth, Assistant Director of Physical Education and Coordinated School Health Matias Segura, AISD Superintendent
6:20 p.m.	<b>Community Communications*</b> <ol style="list-style-type: none"> <li>1. Need clarification on the duration of the COVID isolation period</li> <li>2. Community member questioned the use of air filters and cleaning air on school campuses and volunteered to perform air sampling</li> <li>3. Parent questioned excused absences and understanding whether or not a doctor's note is required for an absence to be considered excused</li> </ol>	Susanne Kerns, Co-Chair

6:30 p.m.	<p><b>Reading and Approval of the April 17, 2024 Meeting Minutes</b></p> <p>Motion was made by Ava McGuire to approve April 17, 2024 meeting minutes and seconded by Michelle Gallas. Motion was approved unanimously.</p>	Belynda Montgomery, Co-Chair
6:35 p.m.	<p><b>Reading and Approval of 2023-2024 SHAC Annual Report</b></p> <p>Motion was made by Alana Bejarano to approve 2023-2024 SHAC Annual Report and seconded by Ava McGuire. Motion was approved unanimously.</p>	Belynda Montgomery, Co-Chair Susanne Kerns, Co-Chair
6:40 p.m.	<p><b>SHAC 101</b> Bylaws, Expectations, Norms, Priorities, Voting, Communication</p> <p>Stephanie Hebert introduced SHAC Roles. Alana Bejarano and Francina Hollingsworth presented <i>MUST DO</i> and <i>MAY DO</i> SHAC Roles.</p> <ol style="list-style-type: none"> <li>1. # of hours of instruction for health, including if school district requires health for graduation;</li> <li>2. Health education and prevention policies, procedures, strategies, and curriculum</li> <li>3. Grade levels and methods of instruction for human sexuality</li> <li>4. Strategies for integrating curriculum components with coordinated school health</li> <li>5. Joint use agreements or strategies for collaboration between the school district and community organizations or agencies</li> <li>6. Parental awareness regarding risky behaviors and early warning signs</li> <li>7. Grade levels and curriculum for instruction regarding opioid dangers</li> <li>8. Grade levels and curriculum for instruction regarding child abuse, family violence, dating violence, and sex trafficking</li> <li>9. Other SHAC Legal Requirements: Establish a physical activity and fitness planning subcommittee; Meet at least 4 times during the school year; Post notice of and record meetings; prepare minutes; post on district website; Submit an annual report to the Board of Trustees (Bring 2-3 initiatives forward to AISD board)</li> </ol> <p><b>MAY DO</b></p> <ul style="list-style-type: none"> <li>● Program Planning</li> <li>● Promotion: Promote key health topics</li> <li>● Fiscal Impact</li> <li>● Collaboration with District and State Agencies</li> <li>● Liaise with the District School Board (helpful to touch base with a board member who appointed you for input about key issues)</li> <li>● Evaluation, Accountability, and Quality Control</li> </ul> <p><b>BYLAWS</b> <i>Responsibilities</i></p> <ul style="list-style-type: none"> <li>● All TEC 28.004 requirements</li> <li>● Consult with superintendent and district admin before submitting issues, concerns, reports, and</li> </ul>	AISD Staff: Alana Bejarano, Stephanie Hebert, Francina Hollingsworth

recommendations to the Board

- Consult as necessary or appropriate with the Superintendent and district administration regarding the planning, implementation, and evaluation of the district coordinated school health program
- Provide annual report by Sept. 1

*Meetings*

- Quorum is a majority of current membership
- Three unexcused meeting absences may result in removal
- Co-Chairs work with the district coordinator to set up meetings and plan agendas

*Membership*

- Two-year term (renewal not automatic); can be renewed for an additional term (new Trustee may appoint new members)
- Members may serve one additional term, but renewed membership is not automatic

*Code of Conduct*

- Courtesy and respect
- Members must be recognized by the co-chairs before speaking and otherwise respect the order maintained by the co-chairs
- Members do not speak for the SHAC or the district

*Subcommittee Guidelines*

- The committee coordinator and co-chairs may form a subcommittee if the advisory committee or the administration deems a subcommittee is necessary or advisable, as well as call for volunteers to serve on the subcommittee
- Co-Chair responsible for overseeing subcommittees
- Do not take any formal vote or action because not a quorum of the SHAC
- Do not speak on behalf of the SHAC or the district
- The SHAC will consider subcommittee recommendations and determine the extent to which they are forwarded
  - Does someone have to be assigned so a vote can happen? Everyone can sign up for a committee?
  - Is there a standard list of subcommittees? We can create a list of subcommittees moving forward, as we have not had subcommittees for a long time

SHAC Member List with term expirations was shared. SHAC Contacts list was shared.

*Inquiries:*

Can subcommittees act on their own? Recommendations may be made to chairs. Before meeting again, subcommittees must check with chairs as there may have been a recommendation (i.e., reconsideration, need for more information).

Question relating to copper penny funding: Of the 41 million (after recapture) brought in from VATRE, what is the dollar amount allocated for future mental health support?

From what was submitted in the spring, are there parts that have

	<p>risen to the surface because we need more information?          If the information given to the public is that some dollars are approved for use, do they intend to follow through with RFP?</p>	
<p>7:10 p.m</p>	<p><b>District Updates</b></p> <p>Mental Health - Two posted positions - Still vacant; one position posted, Mental health crisis coordinator, will close at the end of the week; Next week, ED for mental health and counseling will be posted</p> <p>How many filled positions exist 31 FTEs on budget for LMHP (4 vacancies currently); Is there a breakdown for LMHP credentialing and do they provide clinical intervention or social interaction? Credentials are available upon request.</p>	<p>Dr. Gloria L. Williams</p>
<p>7:15 p.m.</p>	<p><b>Future SHAC Meetings</b></p> <p>Decide on the number of meetings for 2024-2025          Required to have four meetings per year and recommendation was made for only four meetings. Committee feels that four meetings are not enough (Last couple of years, eight meetings have been conducted each year).</p> <p>Inquiries:          Was there an indication of why the 4 meeting recommendation was made? Due to the heft of work to get everything posted and get it on line, there is a lot of admin. work and fewer people to perform the work. Since requirement is 4, it would remove the load from the department, and moving online would not alleviate the load.</p> <p>Could a subcommittee help to alleviate the load? Method of preparation and posting timeline won't permit. SHAC secretary position was eliminated. AISD assumed responsibility for taking minutes in an effort to post minutes in a timely fashion. Recommendation was made to have AI take meeting minutes noting that AI was used.</p> <p>How do we pinpoint student needs while ensuring gender and racial representation is balanced? Schedule meetings at campuses.</p> <p>Does anyone feel safe in school? We must talk about how students feel going to school. Recommendation was made for Emergency Management Director, David Simon, to speak at SHAC meeting.</p> <p>Who and how many are tracking threat assessments? AISD has one person to support all schools, and all schools have a threat assessment team. Every school principal has been trained about the responsibilities. We are required to report all threat assessments to TEA. TEA monitors checking doors and other security measures.</p> <p>Seven (7) SHAC Meeting recommendation made (virtual meetings are acceptable). No opposition to 7 meetings.</p>	<p>Belynda Montgomery, Co-Chair          Susanne Kerns, Co-Chair</p>

	Motion was made by Ann Teich to conduct 7 SHAC meetings for the 2024-2025 school year. Mary Renfro seconded the motion. 7 SHAC meetings were approved unanimously.	
7:20 p.m.	<p><b>Items from Members</b> Brief announcements, suggestions for future topics, recognitions, etc.</p> <p><a href="#">Press conference</a> on Friday talking about school safety. Austin ISD, Manor ISD, Travis County District Attorney José Garza, Austin ISD Police Department and the Austin Police Department @ old Rosedale School @ 9:45 on 9/20/2024. Will email press conference invitation to the SHAC committee.</p>	Belynda Montgomery, Co-Chair Susanne Kerns, Co-Chair
7:30 p.m.	Adjourn 7:36	Belynda Montgomery, Co-Chair Susanne Kerns, Co-Chair

**\* Note about public comments:** Speakers and visitors are expected to provide comments in a respectful manner. If the presiding officer deems a speaker or visitor to be disrespectful, that person may be warned or asked to cease any further comment or behavior. Noncompliance may result in ejection from the meeting.

***Please note the process for public comments on video conference meetings:*** Persons wishing to provide public comments will be asked to state their name and acknowledge that they have read the 'Note about public comments' listed below. If more than 5 people wish to speak, the Co-Chair will draw 5 names in random order.