

Keller ISD School Health Advisory Council (SHAC)

Meeting Minutes

Date: April 14, 2025

Time: 5:00pm

Place: Keller ISD Education Center Boardroom

I. Call to Order

- Meeting called to order by Summer Crow, SHAC Chair at 5:00pm

II. Attendees

- **District Representation:**

Jodi Webster, RN, Director of Health Services

Sheri Rich, Director of Employee Benefits

Adeline Castleberry, SHAC Parliamentarian & Substitute Teacher

Dustin Blank, Asst Superintendent of Support Services

Jennifer Price, Asst Superintendent of Curriculum, and Instruction

- **Board of Education Representation:**

John Birt, Vice President Place 4

- **Parent SHAC Members:**

Kimberly Boone, SHAC Secretary

Brandon Bubeck

Summer Crow, SHAC Chair

Jennifer Erickson

Sanci Hall

Kathleen James

Jill Michener

Stephanie O'Dell

Steve Sherman

Christine Wagner

- **Guest:**

Elizabeth Hall

III. Action Items

- Minutes Review Committee
 - Already completed at the previous meeting
- Executive Board Nominations

- Nomination inquiries were sent out by email from Jodi on April 2nd.
- All positions have requirements, and the nominations must be completed by the third SHAC meeting of the year which is today April 14th. The elections are then held at the last meeting of the year which will be May 12th.
- Members must have served for a minimum of one year and have attended both fall SHAC meetings to either nominate or be nominated for the executive committee. Members cannot serve for more than three consecutive terms at a time.
- Members must receive a nomination as well as a second to move to the election ballot.
- Interest forms that were submitted during the allotted timeframe: 4
 - Summer Crow – current chair: nominated by Sanci Hall and second by Stephanie O'Dell
 - Stephanie O'Dell – nominated co-chair: nominated by William Bubeck and second by Summer Crow
 - Adeline Castleberry – current parliamentarian: nominated by Summer Crow and second by Sanci Hall
 - William “Brandon” Bubeck – nominated secretary: nominated by Stephanie O'Dell and second by Jill Michener
- Introductions from all nominees
- Special appreciation for all current SHAC executive board members for their hard work and contributions towards reshaping SHAC.

▪ Updates on SHAC Scope Document

- Continually working to align the curriculum throughout the district making sure it meets the needs of the school as well as the standards of the community it serves.
- The state updates TEKS every 8-10 years. Jennifer Price and her team are working through the collected data which includes what is being used currently and their dates to get it all stored in one place and make it more accessible. Working to get the SHAC website updated so SHAC members can have access to the information and any links that may be available to textbooks being used as well as videos. Currently everything for the district is done through KCloud which SHAC members will not have access to because it is a permission-based program for employees only.
- Hopeful to be able to also keep track of how many students are actually taking the courses since it is not a requirement for graduation.

- School counselors have been working on what is called a Lesson Bank which is more of bank with assisted learning tools like books to help students with certain topics. The Director of Counseling has sent out a google form to request the identification of what resources are being used at each school. Looking to have everything completed and the website up and running by next school year.
 - A portion of Nutrition is also under the SHAC umbrella. Sodexo has already been chosen as the continued vendor for next school year. The district will be more transparent when the nutrition vendor contract comes up for review once again.
- Membership & Subcommittees
 - We will continue to keep the four separate quadrants for the new school year with subcommittees and possibly have a chairperson for each one that will spend more time engaging with the community and work on growing SHAC.
 - Summer Crow will research bylaws and education codes to review the process in which we search for quality people to join the SHAC committee.
 - In the past there have been discrepancies in how the public has received the committee interest/sign-up information which may have contributed to the low SHAC numbers.
 - The committee meeting times have been brought up for question as 5:00pm may not be a suitable timeslot for the community. The chosen time is believed to be the most considerate of all members as the committee is comprised of not only community members, but district employees and teachers as well. There will be discussions about possibly adding extra meetings to the SHAC schedule as 4 meetings a year is the requirement of the state.

IV. New Business

- Nothing at this time.

V. Closing Remarks

- Hope Squad snack signups.
- Volunteers for the minute review committee: Stephanie O'Dell, William Bubeck, and Adeline Castleberry (if a third is needed).
- The next scheduled meeting will be May 12, 2025.

VI. Adjournment

- Meeting adjourned at 5:51pm by Summer Crow, SHAC Chair

Minutes respectfully submitted by,

Kimberly Boone - SHAC Secretary