

SHAC Meeting Minutes

Meeting Date: October 14, 2025

Name	Present	Absent	Name	Present	Absent
Amy Breaux	X		Cathy Pool	X	
Lauren Bump	X		Joycelyn Ray		X
Veenita Emehelu	X		Michelle Redd		X
Lauryn Gordon		X	Chris Scott		X
Karen Graves	X		Steven Shiels	X	
Steven Gutierrez	X		Bob Thompson	X	
Lacie Housel	X		Chad Williams	X	
Whitney Johnson		X	Amber Wittnebert	X	
Carrie Mills	X		Eric Zwerneman	X	
Robert Parr	X		Ana Sierra (NAM)	X	
Elizabeth Peltier	X		Visitors		
Christi Priddy	X		Ana Sierra (NAM)	X	
Rachele Frazier (recorded mtg. minutes)	X		Jennifer Windh	X	

I. Introductions

The meeting began at 3:30 p.m. with member introductions. Karen Graves welcomed the visitors (Ms. Sierra & Ms. Windh) and introduced Dr. Zamora & Dr. Schindewolf as Superintendent and Deputy Superintendent (respectively) as they stepped in to visit the meeting.

II. SHAC Purpose

An overview of SHAC (School Health Advisory Council) was provided, including its purpose and responsibilities which include:

- SHAC serves as a collective voice for the community regarding school health.
- Membership should reflect the diversity and values of the community.
- SHAC is a state-mandated advisory group and is legally required to submit an annual report to the Board.
- If possible, the Chair and Vice-Chair present the report to the Board.
- Meetings are held to discuss health curriculum changes and to develop and maintain a district wellness plan.

III. SHAC Bylaws

The SHAC operates under bylaws established by the School Board including:

- The committee is composed of 14 members who serve one-year terms, not to exceed three years.

- The Superintendent appoints 7 members.
- Regular attendance is expected; two consecutive unexcused absences may result in removal from the committee.
- Members are expected to maintain professionalism and should not speak on behalf of SHAC unless authorized.
- SHAC officers include a Chair, Vice-Chair, and Secretary, all elected by the committee.
- A quorum is defined as a simple majority, with the majority consisting of parent members.
- All SHAC meetings are open to the public.
- Meeting notices are posted on the district website.
- For internal communication, SHAC-related emails should be sent to Karen Graves and at least one officer.

There were no questions regarding the bylaws.

IV. Tomball ISD Wellness Plan

The district's wellness goals, as required by the state, were reviewed. These include:

- Nutrition promotion
- Nutrition education
- Physical activity
- School-based activities
- Campus-level wellness promotion
- Employee wellness initiatives

Cathy Pool discussed current district programs, including “TISD Moves” and the district-wide Fun Run event.

V. SHAC Officer Nominations

Karen Graves distributed a document outlining the roles and responsibilities of SHAC officers and reviewed it with the committee. Positions include:

- Chair
- Vice-Chair
- Secretary

VI. SHAC Officer Elections

Karen explained the election process and asked members to consider serving.

Nominations were made as follows:

- **Chair:** Eric Zwerneman
- **Vice-Chair:** Lacie Housel
- **Secretary:** Christi Priddy

All nominees accepted, and since there were no contested positions, a vote was not required.

VII. Physical Activity and Fitness Planning Subcommittee

This subcommittee is required by law and open for member participation. Past initiatives included promoting recess and managing cell phone use. Additional ideas discussed:

- “Brain breaks” for in-class stretching and movement
- Parent volunteers assisting during lunch to maximize student eating time

Subcommittee Interest:

- Robert Parr volunteered to chair the Physical Activity and Fitness subcommittee.
- Amber Wittnebert offered to assist.
- Liz Peltier shared an initiative from TES involving lunch assistance.
- Veenita Emehelu inquired about employee wellness surveys.

Dr. Gutierrez and Steve Schiels confirmed that the Panorama Survey is conducted twice a year (November and March).

Karen noted that SHAC may invite guest speakers based on committee interest.

Members are encouraged to bring speaker suggestions to the officers or Karen.

Meeting Adjourned:

Karen concluded the meeting at 4:29 p.m. and requested help with table cleanup.