



## **PfISD SHAC (School Health Advisory Committee) Meeting Agenda**

03/10/2026 at 4:30 P.M.

PfISD PACE Campus – EOC Meeting Room

700 W. Pecan Street

Pflugerville, Texas 78660

### **I. Attendance**

Zana Muscove - District Advisor  
Kyle Castro - Parent  
Steve Polk - District Advisor  
Sara Hill - District Advisor  
Scott Houston - District Advisor  
Demetria Caston - Parent  
Ralph A. Hoard III - District  
Advisor

Dr. Terry Flood - Parent  
Geoff Holle - District Advisor  
Tacoya Crump - Parent  
Melanie Guerrero - Parent  
Sabrina Romero - Parent  
Rachel Atkinson - Parent  
Denise Petherbridge - District  
Advisor

### **II. RECORD (HB 1525) & Call Meeting to Order- Ralph Hoard 4:32 PM**

### **III. Welcome 4:32 PM**

- A. New attendees introduced themselves, including parents from Murchison and Weiss.
- B. The committee reviewed the previous meeting minutes. A motion (Terry Flood) and second (Sabrina Romero) were made to approve the minutes, and the motion passed.
- C. Members were informed about the opportunity to apply for the Texas School Health Advisory Committee (TSHAC), the state-level version of SHAC that includes both staff and parent representatives. Applications were due that Friday.

### **IV. Executive Board Elections 4:35 PM**

- A. The committee then moved into executive board elections. Each candidate for chair, co-chair, and secretary was introduced (or their statement was read). Since there was only one candidate for each position and no additional nominations were made, each candidate was approved by vote:
  - Terry Flood was elected Chair



- Demetria George Caston was elected Co- Chair
- Lindsay Ballard was elected Secretary

V. SHAC Bylaws 4:41 PM

- A. The committee then reviewed the proposed SHAC bylaws. Discussion focused primarily on how SHAC receives data and presentations from district staff and whether presenters should provide materials in advance. Members discussed the difference between bylaws and operating procedures and the importance of having time to review information before meetings.
- B. A motion was made to amend the bylaws to require someone from the SHAC committee to contact presenters in advance and request materials prior to meetings. After additional discussion, members agreed more research was needed on how other districts handle this. The committee voted to table the motion until the next meeting so more information could be gathered. A temporary placeholder note was added indicating that the executive committee may request presentations in advance.
- C. The committee also reviewed attendance language in the bylaws. Members felt the original language allowing three missed meetings was too lenient. After discussion, the committee approved an amendment changing the language to two consecutive meetings without extenuating circumstances.
- D. Members then discussed terms of service. The committee clarified that SHAC members would serve two-year terms and discussed allowing members to serve up to four terms (eight years) to maintain continuity. That section of the bylaws was approved.
- E. Additional discussion about executive board terms, leadership succession, and possible additional officer roles was not finalized. That discussion was tabled for the next meeting.

VI. Future Agenda Items 5:31 PM

- A. Before adjourning, the committee discussed planning for the April 14 meeting, including finalizing the bylaws and identifying priority topics and presenters for future meetings. Members were also reminded that agendas, minutes, and recordings must be posted publicly.

VII. Adjourn 5:34 PM