

SCHOOL HEALTH ADVISORY COUNCIL (SHAC)

OFFICIAL MEETING MINUTES

Date: Wednesday, September 23, 2026

Time: 4:15 PM – 5:13 PM

Location: Millsap Middle School Library

I. CALL TO ORDER

The meeting of the School Health Advisory Council (SHAC) was called to order at **4:18 PM** at the Millsap Middle School Library.

II. MEMBERS PRESENT

The following members were present:

- Karen Buchanan
- Victoria Anderson
- Lorena DeCarvalho
- Amber White
- Yvette Tumbeiro
- Jennifer Shields
- Ashley Elias
- Emily Taylor
- Jeff Kirby

III. WELCOME, INTRODUCTIONS, AND OPENING REMARKS

The meeting opened with welcome remarks and introductions of SHAC members and attendees.

The Council reviewed the purpose and goals of the School Health Advisory Council, including its role in supporting student health, wellness, and related initiatives within the district.

The Council also discussed member roles and responsibilities, including the designation of a Co-Chair and Secretary.

Co-Chair: _____Victoria Anderson_____

Secretary: _____Yvette Tumbeiro_____

IV. REVIEW OF SHAC CHARTER AND OBJECTIVES

The Council reviewed the SHAC Charter and discussed the Council's responsibilities and objectives.

Discussion included:

1. The role and responsibilities of SHAC.
2. Review and discussion of SHAC bylaws.
3. Review of the **2025–2026 Wellness Plan**.

4. Identification and discussion of potential action steps and priorities for the current Wellness Plan.

Members provided input regarding areas of continued focus and opportunities to support student health and wellness.

V. SHAC INITIATIVES AND PROGRAM PLANNING

The Council discussed current and proposed health and wellness initiatives, including:

A. Pure Truth — Millsap Middle School

The Council discussed the Pure Truth program and its role in supporting student health and wellness at Millsap Middle School.

B. ACA — Elementary

The Council discussed the ACA initiative and its application to the elementary campuses.

C. PCHD AED Donation

The Council discussed the AED donation from the Parker County Hospital District (PCHD), including the role of the donation in supporting campus safety and student and staff wellness.

VI. OPEN DISCUSSION AND QUESTIONS

At approximately **5:06 PM**, the Council opened the floor for questions, comments, concerns, and additional recommendations from members.

Members were provided an opportunity to discuss matters related to SHAC activities, student wellness, and future initiatives.

Additional Discussion/Recommendations:

N/A

VII. NEXT STEPS AND ACTION ITEMS

At approximately **5:07 PM**, the Council reviewed next steps and identified follow-up items related to the topics discussed during the meeting.

The Council discussed:

- Responsibilities and assignments for SHAC members.
- Communication and follow-up procedures.
- Planning for upcoming SHAC initiatives.

Next Meeting:

Date: _Dec. 8, 2026_____

Time: ____4:15 pm_____

Location: __MMS_____

VIII. CLOSING REMARKS

Final comments and closing remarks were provided at approximately **5:13 PM**.

IX. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at **5:13 PM**.