Santa Rosa Independent School District

School Health Advisory Council (SHAC)

Meeting Minutes

Date: September 23, 2026 **Time:** 2:29 PM
Location: Santa Rosa High School Library

Welcome and Call to Order

Ms. Cervantes welcomed everyone to the Santa Rosa ISD School Health Advisory Council (SHAC) meeting.

Ms. Cervantes called the meeting to order at 2:29 PM.

Approval of Previous Meeting Minutes

Ms. Cervantes requested a motion to approve the minutes from the previous SHAC meeting held on May 22, 2026. Mr. Albert Sanchez made the motion to approve the minutes, and Ms. San Juanita Garza seconded the motion. The motion passed.

SHAC Member Introductions

Ms. Cervantes asked the SHAC committee members to introduce themselves and briefly explain their roles within the district or community. Each member introduced themselves and shared information regarding their role and connection to Santa Rosa ISD.

Please refer to the SHAC Committee Member List for members in attendance and their respective roles.

SHAC Mission, Purpose, and Goals

Ms. Cervantes reviewed the mission, purpose, and goals of the School Health Advisory Council. She explained that Santa Rosa ISD established SHAC in accordance with state requirements for school districts to maintain a district-level School Health Advisory Council. The Santa Rosa ISD SHAC is authorized by the Santa Rosa ISD Board of Trustees and serves in an advisory role to the Board.

Ms. Cervantes explained that one of SHAC's primary purposes is to help ensure that health education and wellness efforts within the district reflect the needs and values of the local community. The council provides members with an opportunity to offer guidance, discuss concerns, review programs, and make recommendations to the Board of Trustees.

Goals discussed included continuing to build an active and involved SHAC; considering community values and needs when discussing health education and student wellness; reviewing district policies and health and wellness programs; identifying areas where improvement may be needed; and providing recommendations when appropriate.

Ms. Cervantes emphasized the importance of providing parents, staff, and community members with a voice in helping create healthier students and healthier schools.

Ms. Cervantes opened the floor for questions. No questions were presented.

Nomination and Selection of SHAC Chairperson

Ms. Cervantes explained that the SHAC needed to elect a Chairperson/President. She recognized Ms. Lucinda Villarreal, who served as the Parent Chairperson during the 2025–2026 school year, and thanked her for her service and continued support of SHAC.

Ms. Cervantes explained that the SHAC Chairperson must be a parent, guardian, or community member who is not employed by the district. The Chairperson should be willing to attend SHAC meetings, support the SHAC mission and bylaws, assist in guiding meetings, encourage member participation, and participate in officer training when required.

Ms. Cervantes opened the floor for nominations. Mr. Rene Rangel nominated Ms. Lucinda Villarreal to continue serving as the SHAC Parent Chairperson/President. Ms. Villarreal accepted the nomination, and Mr. Octavio Salazar seconded the nomination.

Ms. Cervantes asked all members in favor to raise their hands. All members in attendance voted in favor. Ms. Lucinda Villarreal was elected SHAC Chairperson/President.

Ms. Cervantes thanked Ms. Villarreal for her willingness to continue supporting the Santa Rosa ISD SHAC.

District Wellness Policy Review

Ms. Cervantes continued the meeting with a review and discussion of the District Wellness Policy. The following areas were reviewed:

- **Local School Wellness Policy:** The district maintains a wellness policy focused on promoting student wellness, reducing childhood obesity, and ensuring that foods and beverages offered at school meet applicable standards.
- **Nutrition and Physical Activity:** The wellness policy addresses nutrition education and promotion, physical activity, school-based wellness activities, and standards for foods and beverages provided or sold to students. Mr. Octavio Salazar provided information regarding the district's nutrition requirements. He explained that foods and beverages sold to students are required to meet applicable Smart Snacks nutritional guidelines. Nutritional content, including sugar and sodium, is monitored to help ensure compliance.

- **Community and SHAC Involvement:** Parents, students, food service representatives, physical education teachers, school health professionals, administrators, Board members, and community members are provided opportunities to participate in the development, implementation, and review of the wellness policy.
- **Review and Accountability:** The district designates appropriate personnel to oversee compliance with the wellness policy and completes required assessments.
- **Changes to Health Services:** Requirements related to proposed changes or expansion of certain school health-care services were reviewed, including applicable public notice, hearing, and Board approval requirements.
- **Parent Notification and Consent:** Ms. Cervantes reviewed the importance of keeping parents informed regarding health-related services and ensuring that appropriate parental consent is obtained.
- **Annual Health Services Notice:** Ms. Cervantes explained that prior to the beginning of the school year, forms are provided to parents/guardians regarding medical and counseling services. Parents/guardians are given the opportunity to provide or decline consent, as applicable.
- **Questionnaires and Screening Forms:** Requirements regarding parental notification and consent for applicable student well-being questionnaires and health screening forms were discussed.
- **Health Care, Medication, and Procedures:** Ms. Cervantes explained that parental consent is obtained as required before providing applicable health-care services, medication, or medical procedures. She emphasized that parents/guardians have the right to provide or decline consent for services involving their child and may change their decision as permitted by district policy and applicable requirements.

Ms. Cervantes summarized that the major focus of the policy is student wellness, parent involvement and consent, transparency regarding school health services, and district accountability. She emphasized the importance of ensuring that parents are appropriately informed, required consent is obtained and documented, and district wellness efforts are regularly reviewed.

Ms. Cervantes opened the floor for questions regarding the District Wellness Policy.

Communities In Schools Presentation

Ms. Cervantes introduced Ms. Norma Villanueva, with Communities In Schools (CIS). Ms. Villanueva provided information regarding the program and services available to students and families.

Ms. Villanueva explained that Communities In Schools works in partnership with school districts to identify and address barriers that may interfere with a student's success. Areas of concern may include academics, attendance, behavior, social and emotional needs, family or home-related challenges, transportation or other barriers, and access to community resources.

Ms. Villanueva explained that concerns such as attendance difficulties or behavioral changes may sometimes be related to underlying circumstances that are not immediately visible at school. With appropriate parental consent, CIS can work with students and families to better understand those barriers, provide support, monitor student progress, and connect families with available resources.

It was clarified that CIS staff do not provide clinical diagnoses. When needs are identified that require additional professional services, CIS may assist students and families with referrals and connections to appropriate community providers.

Ms. Villanueva informed the committee that the district's CIS representative is Ms. Liana Robles, who serves as a point of contact for services and student referrals.

Ms. Villanueva opened the floor for questions and comments.

Committee members discussed the importance of increasing access to mental and behavioral health resources for students. The discussion emphasized that supporting a student may also require providing support to the family. Members expressed interest in identifying resources that could provide counseling, education, and support for parents and families in addition to the services available to students.

Committee members also discussed the importance of maintaining consistency in services and exploring sustainable community partnerships when possible. Ms. Villanueva described Communities In Schools as a bridge between the student, family, school, and community by helping identify barriers and connecting families with resources that support students in remaining successful in school and working toward graduation.

Ms. Villanueva also presented information regarding the possibility of establishing Parent Coffee Talks within Santa Rosa ISD. The Coffee Talks would provide parents with a welcoming and informal environment where they could discuss common challenges, learn from one another, receive helpful information, and connect with available resources.

Potential topics discussed included:

- Parent-child communication
- Social media
- Healthy boundaries
- Mental and behavioral health
- Resilience and emotional support
- Academic and social pressures
- Social-emotional development
- Community and district resources

Ms. Villanueva shared information regarding similar Coffee Talks conducted in another district. She explained that creating an informal and comfortable setting encouraged parents to participate, communicate, and share their experiences.

The committee expressed interest in bringing Coffee Talks to Santa Rosa ISD. Members discussed possibly offering both morning and afternoon sessions to accommodate parents with different work and family schedules. The specific date, time, and location of the first Coffee Talk will be determined after further coordination.

The committee also discussed expanding partnerships with community organizations to provide additional support and resources to Santa Rosa ISD students and families.

Next SHAC Meetings and Times

Ms. Cervantes encouraged committee members and community representatives to help spread the word regarding SHAC meetings and district events. She emphasized the importance of encouraging parents and community members to attend meetings, share concerns, identify needs, and provide input.

Ms. Cervantes explained that although the district may not directly provide every service needed by a family, SHAC and district staff can help identify available resources and connect families with organizations that may be able to provide assistance.

Ms. Cervantes asked committee members for suggestions regarding ways to increase participation in future SHAC meetings and other district health and wellness activities.

The committee discussed the difficulty of selecting one meeting time that accommodates working parents, stay-at-home parents, staff members, and community representatives. A committee member suggested continuing to provide in-person meetings while also offering a virtual/Zoom option when possible. This would provide additional opportunities for parents, staff, and community members who are unable to attend in person. The committee responded positively to the suggestion.

The committee also discussed the possibility of establishing a SHAC ParentSquare page or group where information could be shared with families, including SHAC meeting information, community resources, health and wellness information, upcoming events, presentations and educational materials, and opportunities for parent and community involvement. Ms. Cervantes stated that she would explore this possibility with the district's technology department.

The committee discussed continuing district Town Hall meetings and inviting community partners to provide information regarding topics affecting students and families. Ms. Cervantes shared that previous Town Hall meetings provided families with information regarding district programs and important student topics, including social media-related concerns.

The committee agreed that continued educational opportunities and community partnerships could help increase awareness of available resources and strengthen communication between the district, families, and community.

Ms. Cervantes thanked committee members for their suggestions and emphasized that parent and community input helps SHAC better understand and respond to the health and wellness needs of Santa Rosa ISD students and families.

Closing and Adjournment

Ms. Cervantes asked if there were any additional questions, comments, or concerns from the committee.

No additional questions were presented.

Ms. Cervantes thanked Ms. Norma Villanueva for providing information regarding Communities In Schools and thanked all SHAC members, parents, staff, and community representatives for their attendance, participation, and valuable input.

Members were encouraged to continue sharing information regarding SHAC and to reach out with additional ideas, concerns, or information regarding resources that could benefit Santa Rosa ISD students and families.

The meeting was adjourned at 3:38 PM.