

## **Agenda of SHAC Meeting**

### **The Board of Trustees Westwood Independent School District**

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A SHAC Meeting of the Board of Trustees of Westwood Independent School District will be held April 1, 2025, beginning at 12:30 PM in the Westwood Administration Office.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

1. Welcome

2





# Where Panthers Excel Today and Lead Tomorrow

4524 W. Oak St. Palestine, Texas 75801  
Phone: 903.729.1776 Fax: 903.729.3696  
[www.westwoodisd.net](http://www.westwoodisd.net)

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## School Health Advisory Council Meeting

Westwood ISD Administration Building

April 1, 2025 - 12:30 p.m.

### Agenda

Welcome

[February 4, 2025 Meeting Minutes](#)

Food Services Update

Health Services Update

[Wellness Plan Review](#)

TX SHAC Network - [join](#)

Future Business - Planning for 2025 -2026

Tentative Meeting Dates

September 2, 2025

December 2, 2025

February 3, 2026

March 31 , 2026

School Board Update - June Meeting

Adjourn Meeting

**Wade Stanford**  
Superintendent

**Tracie Robinson**  
Assistant Superintendent  
of Curriculum/ Instruction & Leadership

**Chris Alford**  
Assistant Superintendent  
of Finance & Operations





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## **School Health Advisory Council Meeting**

**Westwood ISD Administration Building**

**February 4, 2025 - 12:30 p.m.**

### **Meeting Minutes**

- **Meeting called to order at 12:46**
- **All attendees introduced themselves**
- **Tiffany Carwell read minutes from the December meeting**
- 
- **Brandon Carroll shared an update from Food Services**
  - **Bike Raffle went well; we were able to feed a lot of students through this raffle. Will continue providing opportunities such as these**
  - **Currently lower than normal meal counts but this is expected with attendance being low - still having a positive**
  - **No new updates on nutrition standards as of now - currently no HHS secretary, sure we will see changes as that position is filled**
- **Kim Gilbreath - Health Services**
  - **Mammogram bus was scheduled to be in-district earlier this school year, however, it broke down so it will now be here sometime in March - this will be communicated to everyone and posted on the district calendar**
  - **Hit very hard with the flu right now; not seeing as much COVID, campus nurses are sending home a lot of students**

**Wade Stanford**  
Superintendent

**Chris Alford**  
Assistant Superintendent  
of Finance & Operations

- **Mr. Stanford - student attendance is typically around 95% but it has dropped to around 88% with the latest illnesses. Percentage of staff is higher than this.**
- **Nurse Roberson at the Primary campus has been reviewing information with staff and students about hand-washing, respiratory etiquette, etc.**
- **Tiffany Carwell shared information about school counselor support and the areas of the Comprehensive School Counseling Program that connect to the responsibilities and priorities of the SHAC**
  - **High school students shared insights into counselor support from their perspective, including social emotional support, opportunities to access support when needed, post-secondary preparedness, high school appropriate incentives, cell phone use**
- **The current Wellness Policy along with supporting documentation was distributed to the committee.**
  - **A plan was put in place to review the documents to update the plan and put some goals in place.**
- **Mr. Stanford posed the question about a behavior/disposition temperature check? How would this be received at the high school level?**
  - **Students share their perspective about this and how it may go over with students and staff**
  - **Students shared that there may be benefits to putting an incentive in place to regulate cell phone use**

#### **Future Business**

- **No future business was noted at this time**

**Meeting adjourned at 1:24 PM**

**Next SHAC meeting will be held on April 1, 2025 at 12:30 p.m. at the Westwood Administration Building**

**Wade Stanford**  
Superintendent

**Chris Alford**  
Assistant Superintendent  
of Finance & Operations

## WISD Wellness Plan

***[Note: Please refer to your FFA(LOCAL) so the district's completed wellness plan will correctly reflect the policy decisions adopted by your school board. After editing this document to create your wellness plan, remember to remove all editorial instructions, the lines dividing the various sections, and all provisions not applicable to your district.]***

This document, referred to as the "wellness plan" (the plan), is intended to implement policy FFA(LOCAL), which has been adopted by the Board to comply with the requirements for a school wellness policy. [Section 9A(a) of the National School Lunch Act (NSLA), 42 U.S.C. 1758b; 7 C.F.R. Part 210]

The District's local school health advisory council (SHAC) will work on behalf of the District to review and consider evidence-based strategies and techniques to develop and implement nutrition guidelines and wellness goals required by federal law.

### Soliciting Involvement and Input

Federal law requires that certain stakeholders be involved in the development, implementation, and periodic review and update of the wellness policy. The SHAC will solicit involvement and input from parents, students, the District's food service provider, physical education teachers, school health professionals, Board members, administrators, and members of the public by:

1. (Insert strategy to be used.)
2. (Insert strategy to be used.)

### Responsibility for Implementation

Each campus principal is responsible for implementing FFA(LOCAL) and this wellness plan at his or her campus, including submitting necessary information to the SHAC for evaluation.

The Director of Special Programs is the District official responsible for overall implementation of FFA(LOCAL), including development of this wellness plan and any other appropriate administrative procedures, and for ensuring that each campus complies with the policy and plan.

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### Goals for Nutrition Promotion

Federal law requires that the District establish goals for nutrition promotion in its wellness policy. The District's nutrition promotion activities will encourage participation in the National School Lunch Program, the School Breakfast Program, and any supplemental food and nutrition programs offered by the District.

The District will ensure that any food and beverage advertisements marketed to students during the school day meet the Smart Snacks standards.

The SHAC will monitor this by:

3. (List the monitoring method.)

4. (List the monitoring method.)

Although the District is not required to immediately remove or replace food and beverage advertisements on items such as menu boards or other food service equipment, or on scoreboards or gymnasiums, the SHAC will make recommendations when replacements or new contracts are considered.

***[Include in this next section only the goals listed for nutrition promotion in your FFA(LOCAL). Objectives should be SMART (Specific, Measurable, Achievable, Relevant, Timely) and should provide detailed strategies to achieve each goal, including the action steps (what/when/where), school and community stakeholders (who), resources needed (what), and measures of success (i.e., how you will know an objective has been completed).]***

**Implementing Goals for Nutrition Promotion**

**GOAL 1:** The District’s food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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**GOAL 2:** The District shall share educational nutrition information with families and the general public to promote healthy nutrition choices and positively influence the health of students.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

\*\*\*\*\*

**GOAL 3:** The District shall ensure that food and beverage advertisements accessible to students outside of school hours on District property contain only products that meet the federal guidelines for competitive foods.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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## **Goals for Nutrition Education**

Federal law requires that the District establish goals for nutrition education in its wellness policy. State law also requires that the District implement a coordinated health program with a component addressing nutrition services and health education at the elementary and middle school levels. [See EHAA]

***[Include in this next section only the goals listed for nutrition education in your FFA(LOCAL). Objectives should be SMART (Specific, Measurable, Achievable, Relevant, Timely) and should provide detailed strategies to achieve each goal, including the action steps (what/when/where), school and community stakeholders***

*(who), resources needed (what), and measures of success (i.e., how you will know an objective has been completed).]*

**Implementing Goals for Nutrition Education**

**GOAL 1:** The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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**GOAL 2:** The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

\*\*\*\*\*

**GOAL 3:** The District shall provide professional development so that teachers and other staff responsible for the nutrition education program are adequately prepared to effectively deliver the program.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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**GOAL 4:** The District shall establish and maintain school gardens and farm-to-school programs.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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## **Goals for Physical Activity**

Federal law requires that the District establish goals for physical activity in its wellness policy. In accordance with state law, the District will implement a coordinated health program with physical education and physical activity components. The District will offer at least the

required amount of physical activity for all grades [see BDF, EHAA, EHAB, and EHAC], as follows:

***[Describe here how the District will meet the requirements for physical activity mandated by Education Code 28.002(l)–(l-1).]***

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***[Include in this next section only the goals listed for physical activity in your FFA(LOCAL). Objectives should be SMART (Specific, Measurable, Achievable, Relevant, Timely) and should provide detailed strategies to achieve each goal, including the action steps (what/when/where), school and community stakeholders (who), resources needed (what), and measures of success (i.e., how you will know an objective has been completed).]***

### **Implementing Goals for Physical Activity**

**GOAL 1:** The District shall provide an environment that fosters safe, enjoyable, and developmentally appropriate fitness activities for all students, including those who are not participating in physical education classes or competitive sports.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

\*\*\*\*\*

**GOAL 2:** The District shall provide appropriate staff development and encourage teachers to integrate physical activity into the academic curriculum where appropriate.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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**GOAL 3:** The District shall make appropriate before-school and after-school physical activity programs available and shall encourage students to participate.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

\*\*\*\*\*

**GOAL 4:** The District shall make appropriate training and other activities available to District employees in order to promote enjoyable, lifelong physical activity for District employees and students.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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**GOAL 5:** The District shall encourage parents to support their children’s participation, to be active role models, and to include physical activity in family events.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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**GOAL 6:** The District shall encourage students, parents, staff, and community members to use the District’s recreational facilities, such as tracks, playgrounds, and the like, that are available outside the school day.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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## Goals for Other School-Based Activities

Federal law requires that the District establish goals for other school-based activities in its wellness policy to promote student wellness, create an environment that encourages healthful eating and physical activity, and promote a consistent wellness message.

***[Include in this next section only the goals listed for other school-based activities in your FFA(LOCAL). Objectives should be SMART (Specific, Measurable, Achievable, Relevant, Timely) and should provide detailed strategies to achieve each goal, including the action steps (what/when/where), school and community stakeholders (who), resources needed (what), and measures of success (i.e., how you will know an objective has been completed).]***

### Implementing Goals for Other School-Based Activities

**GOAL 1:** The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.

**Objective 1:**

**Action Steps:** Campuses will allow students at least 30 minutes to eat lunch in a clean environment.

**School and Community Stakeholders:** Principals, Assistant Principals, Teachers and Custodians and Students

**Resources Needed:**

**Measures of Success:** Students are able to finish their lunch without rushing or throwing away food

**Objective 2: Breakfast?**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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**GOAL 2:** The District shall promote wellness for students and their families at suitable District and campus activities.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

\*\*\*\*\*

**GOAL 3:** The District shall promote employee wellness activities and involvement at suitable District and campus activities.

**Objective 1:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

**Objective 2:**

**Action Steps:**

**School and Community Stakeholders:**

**Resources Needed:**

**Measures of Success:**

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## **Nutrition Guidelines**

All District campuses participate in the U.S. Department of Agriculture’s (USDA’s) child nutrition programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). As required by federal law, the District has established nutrition guidelines to ensure that all foods and beverages sold or marketed to students during the school day on each campus adhere to all federal regulations and guidance and are designed to promote student health and reduce childhood obesity.

### **Foods and Beverages Sold**

The District will comply with federal requirements for reimbursable meals. For other foods and beverages sold to students during the school day, the District will comply with the federal

requirements for competitive foods. Competitive foods and beverages are not part of the regular meal programs and occur through sales such as a la carte options or vending machines. For purposes of this plan, these requirements will be referred to as “Smart Snacks” standards or requirements.

***[If the District has stricter standards/guidelines that are not prohibited by the federal meal program requirements or Smart Snacks standards, such as a prohibition on the sale of diet sodas or on the preparation of food by deep fat frying, include those restrictions here.]***

The District has also incorporated the following stricter standards that are not prohibited by federal or state law:

### **Exceptions for Fundraisers**

State rules adopted by the Texas Department of Agriculture (TDA) allow an exemption to the Smart Snacks requirements for up to six days per year per campus when a food or beverage is sold as part of a District fundraiser. [See CO(LEGAL)]

The District will allow the following exempted fundraisers for the 20\_\_–\_\_ school year:

**Campus or organization:**

**Food or beverage:**

**Number of days:**

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**Campus or organization:**

**Food or beverage:**

**Number of days:**

\*\*\*\*\*

**Campus or organization:**

**Food or beverage:**

**Number of days:**

\*\*\*\*\*

### **Foods and Beverages Provided**

The District will comply with state law, which allows a parent or grandparent to provide a food product of his or her choice to classmates of the person’s child or grandchild on the occasion of the student’s birthday or to children at a school-designated function. [See CO(LEGAL)]

In addition, the District has established the following local standards for other foods and beverages made available to students:

Elementary school: *(Insert District’s local standards or guidelines.)*

Middle/junior high school: *(Insert District's local standards or guidelines.)*

High school: *(Insert District's local standards or guidelines.)*

### **Measuring Compliance with Nutrition Guidelines**

The District will measure compliance with the nutrition guidelines by reviewing meal reimbursement submissions from the child nutrition department to TDA, reviewing foods and beverages that are sold in competition with regular school meals, reviewing items sold as part of approved District fundraisers, and monitoring the types of foods and beverages made available to students during the school day.

### **Policy and Plan Evaluation**

At least every three years, as required by law, the District will measure and make available to the public the results of an assessment of the implementation of the District's wellness policy. This "triennial assessment" will evaluate the extent to which each campus is compliant with the wellness policy, the progress made in attaining the goals of the wellness policy, and the extent to which the wellness policy and plan compare with any state- or federally designated model policies. The SHAC will consider evidence-based strategies when setting and evaluating goals and measurable outcomes.

### **Public Notification**

Annually, the District will notify the public about the content and implementation of the wellness policy and plan and any updates to these materials.

To comply with the legal requirement to annually inform and update the public about the content and implementation of the local wellness policy, the District will create a wellness page on its website to document information and activity related to the school wellness policy, including:

5. A copy of the wellness policy [see FFA(LOCAL)];
6. A copy of this wellness plan, with dated revisions;
7. Notice of any Board-adopted revisions to FFA(LOCAL);
8. The name, position, and contact information of the District official responsible for oversight and implementation of the wellness policy and wellness plan;
9. Notice of any SHAC meeting at which the wellness policy or implementation documents are scheduled for discussion;
10. The SHAC's triennial assessment; and
11. Any other relevant information.

The District will also publish the above information in appropriate District or campus publication.

## Records Retention

Records regarding the District's wellness policy will be retained in accordance with law and the District's records management program. Questions may be directed to the Superintendent, the District's designated records management officer. [See CPC(LOCAL)]

*Disclaimer: This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor intended to substitute for the advice of an attorney or other professional adviser. Consult with your attorney or professional adviser to apply these principles to specific situations.*

3. Food Service Update
4. Health Service Update
5. Wellness Plan Review
6. TX SHAC Network- Join
7. Future Business Planning for 2025-2026
8. Tentative Meeting Dates
  - September 2, 2025
  - December 2, 2025
  - February 3, 2026
  - March 31, 2026
9. School Board Update - June Meeting

**Texas Government Code Section:**

- |         |   |
|---------|---|
| 551.071 | Private consultation with the Board's Attorney.   |
| 551.072 | Discussing purchase, exchange, lease, or value of real property.  |
| 551.073 | Discussing negotiated contracts for prospective gifts or donations.   |
| 551.074 | Discussing personnel or to hear complaints against personnel.   |
| 551.075 | To confer with employees of the school district to receive information or to ask questions.   |
| 551.076 | Considering the deployment, specific occasions for, or implementation of, security personnel or devices.  |
| 551.082 | Considering discipline of a public school child, or complaint or charge against personnel.  |
| 551.083 | Considering the standards, guidelines, terms, or conditions the Board will follow, or will instruct its representatives to follow, in consultation with representatives of employee groups. |
| 551.084 | Excluding witnesses from a hearing.   |

**Texas Education Code:**

- |           |   |
|-----------|---|
| 39.030(a) | To discuss or adopt individual assessment instruments or assessment instrument items. |
|-----------|---|

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed or executive meeting or session, then the final action, final decision, or final vote shall be either:

- (a) In the open meeting covered by the notice upon the reconvening of the public meeting; or
- (b) At a subsequent public meeting of the School Board upon notice thereof: as the School Board shall determine.