

Agenda of Safety & Secure Meeting

The Board of Trustees Westwood Independent School District

A Safety & Secure Meeting of the Board of Trustees of Westwood Independent School District will be held October 3, 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. **SHAC Meeting Agenda**

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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

School Health Advisory Council Meeting

Westwood ISD Administration Building

October 3, 2025 - 12:30 p.m.

Agenda

1. Convene Meeting of the SHAC
 - a. Call Meeting to Order
 - b. Notice of Meeting Recording and Norms
 - c. Meeting Attendance & Welcome
2. Consideration and Approval
 - a. [April 1, 2025 Meeting Minutes](#)

**Recommended Motion: Move to approve the April 1, 2024 WISD SHAC Meeting Minutes as written.*

- b. Seating of 2025-2026 Officers

**Recommended Motion: Move to approve the appointment of the 2025-2026 SHAC Officers _____ as nominated.*

3. Fentanyl Poisoning Awareness Month
 - a. Governor Abbott has designated the week of October 12-18, 2025, as Fentanyl Poisoning Awareness Week. The week may include age-appropriate instruction, including instruction on the prevention of the abuse of and addiction to fentanyl, as determined by each school district.

Wade Stanford
Superintendent

Laura Jones
Assistant Superintendent
of Curriculum/ Instruction & Leadership

Chris Alford
Assistant Superintendent
of Finance & Operations

4. Food Services Update

Presenter: Brandon Carroll

5. Health Services Update

Presenter: Kim Gilbreath

6. [WISD Wellness Plan](#)

Presenter: Tiffany Carwell

7. New Business

a. [Community Challenge](#) Opportunity

8. Future Business

a. Call for agenda topics for next meeting

i. SHAC Meeting # 2 - November 12, 2025

9. Adjourn Meeting

Wade Stanford
Superintendent

Laura Jones
Assistant Superintendent
of Curriculum/ Instruction & Leadership

Chris Alford
Assistant Superintendent
of Finance & Operations

2. **Convene Meeting of the SHAC**
 - A. *Call Meeting to Order*
 - B. *Notice of Meeting Recording and Norms*
 - C. *Meeting Attendance & Welcome*
3. **Consideration and Approval**
 - A. *April 1, 2025 Meeting Minutes*

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Where Panthers Excel Today and Lead Tomorrow

4524 W. Oak St. Palestine, Texas 75801
Phone: 903.729.1776 Fax: 903.729.3696
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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**
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- **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

- B. *Seating of 2025-2026 Officers*
4. **Fentanyl Poisoning Awareness Month**
 5. **Food Services Update**
 6. **Health Services Update**
 7. **WISD Wellness Plan**

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Westwood Independent School District Wellness Plan

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.

The Westwood Independent School District is committed to providing school environments that promote and protect children’s health, well-being, and ability to learn by supporting healthy eating and physical activity.

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:

- Posting the dates and times of the SHAC meetings on the WISD website. The Wellness Plan will be discussed and reviewed at SHAC meetings.
- Posting the recording and meeting minutes for each SHAC meeting on the WISD website.
- Providing wellness information in the district and campus improvement plans

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 assistant superintendent shall oversee development of this wellness plan and any other appropriate administrative procedures, and for ensuring that each campus complies with the policy and plan.

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:

- reviewing foods and beverages that are sold in competition with the regular school meals, reviewing items sold as part of approved district fundraisers, and monitoring the types of foods and beverages made available to student during the school day
- The SHAC will work in partnership with Southwest Food Excellence (SFE) and campuses to educate parents and students regarding balanced, health nutritional choices
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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: Increase students awareness of options for better nutrition

Action Steps: Seek appropriate messaging for each setting mentioned above. Collaborate with stakeholders to properly place messaging across the district

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increase in promotion of of healthy nutrition messages across the school community, increase in selection of healthy meal choices, increase in amount of students participating in food programs

Resources needed: Social media campaigns, literature/information that connects with our school community

Goal 2:

Westwood ISD shall share educational nutrition information with families and the general public to promote healthy nutrition choices and positively influence the health of students.

Objective: Increase awareness within the school community of healthy nutrition options

Action Steps: Utilize marketing department to communicate and promote messages to students and families, collaborate with local organizations

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increase in promotion of of healthy nutrition messages across the school community, increase in selection of healthy meal choices, increase in amount of students participating in food programs

Resources needed: Literature/information that connects with our school community

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](#)]

Goal 1:

Westwood ISD shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.

Objective: Nutritional content for breakfast and lunch will be posted on the WISD website

Action Steps: Parents and student will receive consistent reminders of how they can access the nutritional content of school meals

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increase traction on the School Nutrition webpage

Resources needed: website, menus with nutritional information

Goal 2:

Westwood ISD shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.

Objective: SFE will work with campuses to promote and integrate nutrition education activities at a minimum of 2 events per year

Action Steps: Create or identify two events where nutrition education can be implemented/taught

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Student participation in nutrition education events

Resources needed: Event space, agendas, handouts, food

Goal 3:

WISD 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: Increase staff capacity to communicate nutrition education effectively

Action Steps: Identify the most effective way to implement this form of professional development to staff responsible for the nutrition program

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increase information to students and families about nutrition information

Resources needed: professional development resources, training guides

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:

Goal 1:

Westwood ISD 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: Students will be given opportunities for physical activity during the school day through daily recess periods, physical education (P.E.) classes, walking programs, and the integration of physical activity into the academic curriculum. Schools will promote an environment supportive of physical activity.

Action Steps: Ensure adequate time is scheduled for recess and physical activity

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Students engaging in daily physical activity

Resources needed: effective master scheduling

Goal 2:

Westwood ISD shall provide appropriate staff development and encourage teachers to integrate physical activity into the academic curriculum where appropriate.

Objective: Students will be given opportunities for physical activity during the school day through daily recess periods, physical education (P.E.) classes, walking programs, and the integration of physical activity into the academic curriculum. Schools will promote an environment supportive of physical activity.

Action Steps: Campus administrators support teachers and staff in incorporating physical activity into lessons when possible

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increased opportunities for physical activity within the curriculum

Resources needed: materials to integrate physical activity into lessons, exemplars

Goal 3:

Westwood ISD shall make appropriate before-school and after-school physical activity programs available and shall encourage students to participate.

Objective: Students will be given opportunities for physical activity through a range of after-school programs including intramurals, interscholastic athletics, and physical activity clubs.

Action Steps: Foster an environment that encourages participation in physical activity before and after school

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increase involvement in before and after school activities

Resources needed: resources to support programs

Goal 4:

Westwood ISD 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: Share resources and support with staff to promote physical activity

Action Steps: Identify community resources and events for the school community to incorporate physical activity, participation in district/campus in state/national physical challenges

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increase promotion of physical activity among students and staff

Resources needed: resources to support programs

Goal 5:

Westwood ISD shall encourage parents to support their children's participation, to be active role models, and to include physical activity in family events.

Objective: Increase parent and family participation in physical activity

Action Steps: Identify family events centered around physical activity

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Successful participation in family events

Resources needed: resources to support programs

Goal 6:

Westwood ISD 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 of the school day. [See GKD]

Objective: The school community has access to safe, adequate facilities to be active

Action Steps: Ensure the school community is aware of how they can access the district's recreational facilities

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increase in families utilizing the district's recreational facilities

Resources needed: communication methods

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 healthy eating and physical activity, and promote a consistent wellness message.

Goal 1:

Westwood ISD shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.

Objective: Campuses will allow students at least 30 minutes to eat lunch in a clean environment

Action Steps: Monitoring of lunch schedules

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

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

Resources needed: effective master scheduling

Goal 2:

Westwood ISD shall promote wellness for students and their families at suitable District and campus activities.

Objective: To seamlessly incorporate and promotes wellness as we serve students and families

Action Steps: Identify ways to successfully promote wellness as we engage parents and students

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increased wellness in students and families

Resources needed: resources to support programs

Goal 3:

Westwood ISD shall promote employee wellness activities and involvement at suitable District and campus activities.

Objective: Encourage and promote an working environment where wellness is valued

Action Steps: Identify ways to successfully promote wellness as amongst district staff

School and Community Stakeholders: SFE, WISD School Board, WISD campus administrators, SHAC, faculty and staff, parents, community partners

Measure of Success: Increased wellness among staff members

Resources needed: resources to support programs

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.

Food 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.

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)]

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)]

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:

1. A copy of the wellness policy [see FFA(LOCAL)];
2. A copy of this wellness plan, with dated revisions;
3. Notice of any Board-adopted revisions to FFA(LOCAL);

4. The name, position, and contact information of the District official responsible for oversight and implementation of the wellness policy and wellness plan;
5. Notice of any SHAC meeting at which the wellness policy or implementation documents are scheduled for discussion;
6. The SHAC's triennial assessment; and
7. 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 Westwood ISD Superintendent, the District's designated records management officer. [See [CPC\(LOCAL\)](#)]

8. **New Business**
 - A. **Community Challenge Opportunity**
9. **Future Business**
 - A. **Call for agenda topics for next meeting**
 1. **SHAC Meeting # 2 - November 12, 2025**
10. **Adjourn Meeting**

Texas Government Code Section:

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| 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:

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