

SHAC Committee Meeting Minutes (Wellness Policy Triennial Assessment)

January 29, 2026

12 noon

Overview

The SHAC Committee meeting focused on the Triennial assessment of the wellness policy. Sandra Hernandez explained the process, emphasizing the need to divide into groups to evaluate school nutrition, physical activity, and other school-based activities. Key points included the importance of following federal requirements, updating the wellness plan, and involving stakeholders. The meeting also covered Senate Bill 25, which addresses health and nutrition standards and recess policies, though it did not pass during the summer session. The next SHAC meeting is scheduled for March 18th, with teams to regroup in March to finalize the evaluation and make recommendations.

Action Items

- ☐ Collect SHAC member registrations from the online form and confirm each member's selected evaluation team (nutrition, physical activity, or other school-based activities) so teams can be formed for February work
- ☐ Receive SHAC members' phone numbers sent by email (to work around the form glitch) and add those phone numbers to the committee roster
- ☐ Have team leads contact their assigned team members to schedule subgroup meetings during February to evaluate their assigned section of the wellness plan
- ☐ Regroup in March to consolidate subgroup evaluations and recommendations and create an updated wellness plan draft to move toward board presentation
- ☐ Post the completed Triennial assessment publicly on the district SHAC webpage and retain the assessment records as required, then prepare to report the assessment and updated wellness plan to the board for approval in April/May

Outline

Introduction and Purpose of the Meeting

- Sandra Hernandez welcomes everyone to the SHAC meeting, emphasizing its importance for the annual Triennial evaluation of the wellness policy.
- The meeting aims to prepare participants for the Triennial assessment, which is required by law.
- Sandra shares her screen to introduce the Triennial assessment and mentions the need to divide into groups for the evaluation
- She plans to discuss key documents and background information related to the assessment.
- Sandra encounters technical issues while trying to share a video introduction to the Triennial assessment.

- The video explains the requirements for the Triennial assessment, including USDA rules for school nutrition and physical health and wellness.
- Sandra decides to share a link to the video in the invitation, as it was not audible during the meeting.
- She emphasizes the importance of following federal requirements for school nutrition, physical education, and employee wellness.

Overview of the Wellness Policy Evaluation Process

- Sandra shares a screen showing the wellness policy practice questions, which will guide the evaluation.
- The evaluation will involve dividing into groups by categories, with chief officers overseeing specific portions of the policy.
- Participants will use the wellness policy and the practice questions to evaluate compliance with federal requirements.
- Sandra explains the need to update the wellness plan, which has not been revised in a while.

Committee Registration and Team Assignments

- Sandra asks participants to fill out a registration form to select their preferred evaluation team.
- The four categories that make up the Wellness Policy for evaluation are school nutrition, promotion and education, physical activity and health education, and other school-based activities.
- Participants will select one of the three categories and provide their contact information for team leads.
- The teams will meet in February to evaluate the wellness plan and make recommendations for improvements.

Evaluation and Recommendation Process

- Sandra outlines the evaluation process, which will involve dividing into teams and using the month of February to assess the wellness plan.

- Teams will provide recommendations for improving the plan and creating a new or updated version.
- In March, the teams will regroup to compile their findings and complete the evaluation.
- The final evaluation will be submitted publicly on the district's website and reported to the board for approval.

Senate Bill 25 and Recess Policy

- Sandra introduces Senate Bill 25, which relates to health and nutrition standards and recess policy.
- The bill proposed requirements for physical activity and structured recess, but it did not pass during the summer legislative session.
- If the bill resurfaces, the SHAC committee will need to review and adopt a model recess policy.
- Sandra emphasizes the importance of being aware of potential changes to the recess policy and its impact on the wellness plan.

Next Steps and Meeting Schedule

- Sandra asks for recommendations for the next SHAC meeting date, considering the evaluation process in February and March.
- Participants suggest the weekend after spring break or Wednesdays as potential dates.
- After discussion, the group agrees on Wednesday, March 18th, as the next meeting date.
- Sandra confirms the decision and thanks everyone for their participation and input.