

**Bandera School Health Advisory Council Meeting Minutes**  
**September 30, 2009**  
**Portable 1 at BISD Administration**

Members present: Tracy Thayer, Jana Osburn, Felicia Bell, Randy Morrison, Toni Serene, Sandra Gadsden, Cathy Mullins-Barton, and Jill Kassai.  
The meeting was called to order at 8:30 AM.

Ms. Thayer began the meeting by discussing the changes to the law regarding the number of times the SHAC must meet per year. The new law requires at least 4 meetings per year. The by-laws currently designate meetings on the last Wednesday in September, January and May. The committee reviewed the bylaws and November was agreed upon as the month in which an extra meeting could be accommodated within everyone's schedule. The committee also struck the last line of Article X. Committees. The School Safety and Title IV Planning Sub-Committee will no longer be necessary since Title IV will no longer be in effect after the current school year. The Council voted unanimously to make the designated changes to the by-laws. Ms. Thayer indicated that she would make the agreed upon changes and have them reposted on the district web site under the link "Required Postings."

The committee then discussed the Infectious Disease Planning needed at the district level. Ms. Thayer recommended that the committee follow a format that included a four phase process: Prevention & Mitigation, Preparation, Response and Recovery. The committee recommended that the Flu link be displayed prominently on the district web page. Making information available to parents and prevention of disease transmission were major elements to the discussion. The nurses agreed to conduct on site trainings during faculty meetings about flu and hygiene issues with both teachers and auxiliary staff on their campuses. Nurse Barton reported that her training of teachers at Bandera High School appeared to result in improved attendance during the month of September. Nurse Trenna Fitzpatrick will be asked to conduct a flu update training for all staff members at the Maintenance/Transportation Department. Follow up was discussed about hygiene on buses. Ms. Thayer supplied that the transportation department routinely cleaned high touch areas and that a fogger has been purchased to fog buses with Quat. Ms. Thayer will send a memo to principals to stimulate collaboration about plans for collapsed classroom instructional units and for delivery of instruction should schools be closed due to illness. Also nurses asked that principals be asked to consider the designation of supplemental, temporary assistance should clinics be overloaded with students exhibiting flu-like symptoms. In-school shot clinics were discussed. It was recommended that Martha Groomer be contacted and solicited for advice due to the availability of vaccine and the timeline for dispersal to public health. Sandy Gadsden will put together a parent survey to see if parents would take advantage of in-school shot clinics. The survey would be deployed should Martha recommend in-school shot clinics. It was noted that these shot clinics would be planned to provide the least disruption to the school day. Ms. Thayer said that she would type up the plan discussed, disperse it to the committee for approval vote by email. The committee could also discuss additions/deletions in the November meeting.

The next meeting was set for Wednesday, November 11, 2009 at the Bandera ISD Conference Room #1 at 8:30 AM. The meeting was adjourned at 9:45 AM.