Ms. Cline, Director of Federal and State Programs, called the meeting to order at 4:03 PM and reviewed the agenda.

The purposes of the meeting were stated:
1. To review the results of the School Health Index (SHI) Parent Engagement Module
2. To review and discuss the Mental Health Sub-Committee Intervention Plan

Welcome and Introductions – Claudia Curda, Parent Co-Chair
- Claudia Curda welcomed everyone to the meeting and all committee members introduced themselves
- Kelly Cline informed the committee that the wellness policy was submitted to Cabinet and she hasn’t received feedback from Cabinet at this time

Mental Health SHI – Denise Zimmerman, Director of Guidance and Counseling
- Denise Zimmerman provided a synopsis of the Mental Health subcommittee meeting
  - There seems to be a lack of protocol regarding mental health from the district level
  - There doesn’t seem to be any trainings for teachers regarding mental health issues
- Committee divided into groups to review and provide recommendations to the Mental Health Resource Guide
- This guide lists action steps for teachers and counselors and provides information regarding mental health topics
- Denise would like to submit this guide to the Board of Trustees at the April 2017 board meeting

Mental Health Resource Guide: Recommendations from the Committee
- Color code each item – ex: action steps should be the same color for each topic
- Bullying Prevention Section
  - Change definition of bullying to, “Bullying is a behavior which includes repeated incidents, aggressive intentional behavior and an imbalance of power.”
  - Include this suggestion to parents: If you call a parent about a bullying incident say, “Your child is exhibiting bullying behavior.” NOT “Your child is a bully.”
- Drug Prevention Section
  - The action steps are great
  - Please reverse steps one and two under Procedures for Handling Substance Abuse Situations
    - Rationale for leaving it as it is currently listed: if an adult does not express concern first, it sends the message that the teacher condones the behavior
  - Can we add a sample of what teachers should say under each procedure?
  - Ask Darryl Simon, Director of Safety, if this is possible – “…only if the student discards the suspicious item in a high traffic/unsafe area…” (see guide for full scenario)
- Child Abuse Section
  - Campus personnel cannot keep a copy of the incident; all documents must be stored with Jeanne Parker, Director of Student Health Services
  - Guide states, “If the child is in immediate danger, call 9-1-1”
    - Please note district policy is to call 6911 first
Please add: You have 48 hours to report incident of child abuse

The statement “If the child is in immediate danger…” is listed twice with two different immediate actions to take
  - Delete the 9-1-1 box if that action is for administrators and this guide is for teachers
  - Add action step: Contact your administrator

• Internet Safety Section
  - Please include devices and apps under the fourth arrow – security tools
  - Please address appropriate behaviors for teachers
    - Ex: teachers should not “friend” students online
  - Include fact that this is happening to younger students/elementary age students

• Suicide Section
  - Tranita Carroll and Kelly Cline will review with Denise Zimmerman

Review SHI for Parent Engagement
• Kelly Cline and Tranita Carroll informed group that the district’s Parent Advisory Council met yesterday (2.21.17) to review the Family & Community Involvement Module
• Tranita Carroll will report findings to the group at the next meeting as we ran out of time at today’s meeting

Reminders – Kelly Cline
• The final SHAC meeting is April 5, 2017
• The board presentation of SHAC is April 6, 2017

The meeting adjourned at 4:59 PM