

Meeting Minutes

Date: June 10th, 2026

Time: 2:00PM

Location: 404 E Ramsey Rd. San Antonio, TX 78216 / Virtual

Members in Attendance

- Leslie Hoagland
- Dr. Zichun Feng
- Dr. Elizabeth Forster
- Dr. Ritu Dutta

Members Absent:

- Dr. Pooja Kashyap

1. Call to Order & Agenda Overview

- David Hubalik opened the meeting and reviewed the agenda:
 - Approval of prior meeting minutes
 - Update on concussion protocol work
 - Review of annual board report draft
 - Discussion of upcoming meeting dates
- No public participants were present for the call to the public

2. Approval of Previous Meeting Minutes (May 28, 2026)

- Summary of prior meeting:
 - Approved May 14 meeting minutes
 - Finalized SHAC mission and vision statements
 - Conducted in-depth discussion on concussion protocol
 - Identified priority focus areas for the 2026–2027 school year
- Motion to approve:
 - Motion: Dr. Ritu Dutta
 - Second: Dr. Elizabeth Forster
 - Vote: Approved (no opposition)

3. Key Updates & Ongoing Work

Concussion Protocol

- Dr. Zichun Feng previously shared additional resources
- Next steps:
 - Develop a structured protocol/process for health coordinators
 - Circulate draft back to SHAC for final review
 - Align with upcoming summer training timeline

4. Annual SHAC Report to the Board

- David Hubalik presented a draft annual report for board submission (planned for August meeting)

Report will include:

- Overview of SHAC purpose and formation
- Governance structure and officer establishment
- Mission and vision statements

School Health Advisory Council

- Review of key areas discussed:
 - Student handbook and health policy review
 - Preventative health and wellness initiatives
 - Concussion protocol review
- Strategic priorities for 2026–2027
- Proposed meeting schedule
- No formal vote required
- Document to be shared with members for feedback

5. 2026–2027 Strategic Focus Areas (Previously Established)

Confirmed priority areas include:

- Food allergies
- Student online safety / exposure risks
- Student mental health (stress, suicide awareness)
- Whole child initiatives
- Nutrition and healthy habits
- Social media use and impact

7. Closing & Wrap-Up

- This meeting concludes SHAC work for the 2025–2026 school year
- Members encouraged to prepare for deeper topic work in fall
- Appreciation expressed to council members
- Motion to adjourn: Approved