

FBISD PTA/PTO

SCHOOL HEALTH ADVISORY COUNCIL (SHAC) LIAISON

JOB DESCRIPTION: The SHAC Liaison shall perform all duties according to the organization's by-laws, or that are assigned by the organization, or by the Executive Board. The SHAC Liaison will manage the administration, development, and implementation of a wide variety of health, wellness and safety-related programs on campus that will make a positive impact in the health and wellbeing of students and staff. The SHAC Liaison will work with the staff on campus, including but not limited to the Principal, the school nurse, the counselors, psychologist(s), administrators and the campus police officers to ensure that a healthy and safe environment is maintained on campus as suggested by the [Whole School, Whole Child, Whole Community \(WSCC\) model](#).

Monthly Responsibilities:

- Attend bi-monthly District Student Health Advisory Committee (SHAC) meetings as a parent member and report back to the PTA/PTO Board
- Work with the Principal and other administrators, school nurse, and counselors to identify health issues on campus related to issues such as mental health, physical health, risky behaviors and bullying
- Work with the Principal and other administrators, school nurse, and counselors to identify safety issues on campus related to health issues such as emergency preparedness, school safety procedures, pedestrian and bike safety
- Investigate and report District related health and safety initiatives or activities to the Board that could potentially be integrated into the campus curriculum or be utilized as policy suggestions
- Identify evidence-based learning materials that could be used for educational purposes, including but not limited to speaker programs, assemblies and other educational materials that support the Whole School, Whole Child, Whole Community (WSCC) model
- Collect and disseminate FBISD approved information to parents and students that is aimed at improving health, general wellness or safety and which has scientific validity
- Attend any district and school administrative trainings and workshops related to wellness, health or safety in general
- Encourage ongoing mental health initiatives on campus, including but not limited to anti-bullying and social and emotional health activities
- Design and Implement healthy message posters to be displayed on a bulletin boards, in the cafeteria and at other locations approved by campus administration
- Work to create a healthy school culture by encouraging healthy fundraisers and urging teachers to use non-food (no candy) related rewards for students by suggesting appropriate substitutes

Annual Responsibilities:

- Develop and build community relationships with organizations that promote wellness and safety
- Serve as an active parent voice on the FBISD SHAC committee as a member
- Create a school health improvement committee (SHAC) - Include key players/influencers in the school including the nurse, counselors, PE teachers and coaches; Invite student input and participation (Consider creating more than one student member position to have consistent student representation)
- Assist with implementation/maintenance of bike safety education program
- Assist school nurse with Hearing and Vision screening/ Height and Weights reports
- Assist campus student leadership groups with Red Ribbon Week and Anti-bullying campaigns
- Prepare and submit a goal sheet at the beginning of the year and a wellness evaluation detail report at the end
- Assist in the identification and selection of Healthy School Heroes for yearly recognition by the SHAC

2019-2020 PTA/PTO/VIP SHAC LIAISON POSITION

Description: FBISD SHAC requests that each PTA/PTA or VIP group designate a Health, Wellness & Safety or SHAC Liaison along with their officer positions. This position is responsible for serving as a liaison between PTA/PTO members and the school's wellness team and the district wellness coordinator. The goal is collaboration and coordination of Coordinated School Health (CSH) efforts between the school, district, PTA /PTO, Community Partners and support of the local school District Wellness Policy (FFA Local). The liaison position is flexible, allowing the person in this role to be as involved with CSH activities, CSH educational opportunities, and recruitment of interested parents, school staff, and community members as personal scheduling permits. The Liaison would be required to supply bi-annual summaries of the CSH initiatives the PTA/PTO has been involved in on their campus or in the District, including a goal sheet at the beginning of the year and a wellness evaluation detail report at the end of the school year.

Why: Research shows that healthy habits learned in childhood support proper growth and development of children's bodies and brains and promote better health outcomes in adulthood. Because good mental and physical health is linked to learning ability and academic success, and because good health is a critical predictor of future productivity, it is important that all schools provide students with access to learning environments that support healthy lifestyles. But schools cannot be expected to do this alone. They need parent and community help. Parents want to know that their fundraiser donations are going to help the kids directly and that campuses are caring for their child, not just teaching them.

How: It's simple to add a School Health Advisory Council or SHAC Liaison position to your local PTA/PTO:

- At your next regular PTA Board meeting, a member states "I move to create a SHAC Liaison position."
- Another person seconds the motion.
- If a majority of the members present at the meeting approve this motion, you have a SHAC Liaison position. It is not necessary for this position to have a vote on the Board. The position does require that the SHAC Liaison be able to attend the 6 meetings a year that SHAC holds.
- The president then appoints a member to be the SHAC Liaison, subject to approval of the board. If your PTA/PTO has Standing Rules, they can be amended by your PTA's membership to reflect the Board's action to add the Liaison position.
- Submit your designated Liaison's name to the FBISD SHAC by emailing chairfortbendisshac@gmail.com by August 30, 2019 and have them fill out the FBISD SHAC [Parent Application](#) online.



Now What? Learn what this position is all about and how to adapt it to fit the time you have and the interests of your PTA/PTO. Learn about the health, wellness, and safety resources available to you by coming to the SHAC meetings. Ask your principal what wellness objectives they need to meet in their Campus Improvement Plan (CIP). Ask your SHAC about grants and funding opportunities to make things happen on your campus. Engage your VIPS to help with initiatives. Inform your school's parents of the initiatives so healthy behaviors can be reinforced at home.

HEALTH, WELLNESS, AND SAFETY RESOURCES:

- **FBISD SHAC:** Committee information and meeting dates: <https://www.fortbendisd.com/shac>
- **ParentsforHealthyKids.org:** Online hub with school and family wellness resources, community forums, and grant opportunities <http://www.parentsforhealthykids.org>
- [Recorded Webinar on Parent Grants 2-19-19](#) PARENT GRANTS are open from February 4th to April 5th 2019
 - *For help with Grants contact: Michelle Smith, Action for Healthy Kids, Texas State Coordinator (512).873-0322 or email msmith@actionforhealthykids.org
- **Action for Healthy Kids:** Free school wellness resources including Game On, a school health framework <http://www.actionforhealthykids.org>
- **The Wellness Impact: Enhancing Academic Success through Healthy School Environments:** Wellness Impact Report - GENYOUTH Foundation | <https://www.genyouthnow.org/reports/the-wellness-impact-report>
- **National PTA Healthy Lifestyles resources and position statements:** <https://www.pta.org/home/programs/Healthy-Lifestyles>