

**MINUTES OF
SCHOOL HEALTH ADVISORY COUNCIL MEETING
HERITAGE ACADEMY**

Date: February 25, 2026
Time: 10:00 a.m.
Place: ResponsiveEd Texas
Corporate Offices
1301 Waters Ridge Dr.
Lewisville, TX 75057
Charters: Heritage Academy

A. Call to Order: Meeting is called to order Wednesday February 25, 2026 and the time is 10:03 a.m. There are 2 out of 5 members present and a quorum has not been established.

B. Items of Information

- a. Introductions
 - i. Member: Nanci Kistler: Director of Health Services
 - ii. Member: Melissa Summarsell: Director of Child Nutrition
 - iii. Guest: Dr. Becky Rutledge: Executive VP School Operations
 - iv. Guest: Dr. Jaime Callahan: Executive Director of Academics
 - v. Guest: Diamond Frazier: Regional Lead Nurse
- b. Annual acknowledgements: Acknowledgments will be sent via email to Council Members. It is requested that these be reviewed, signed, scanned, and returned via email to Nanci Kistler.
- c. Bylaws and operating procedures: Bylaws will be emailed to council members for review.
 - i. Required Subcommittees: Physical Education is a required subcommittee. Nathan Morris: Director of Athletics and Transportation will attend meetings at a future date as part of that subcommittee.
 - ii. Election of officer positions - Chairperson, Vice Chairperson, Secretary

1. At this time there were no parent representatives present, a quorum was not established, and elections were moved to be held at a future meeting.
 - iii. Designated administrative liaison: The Council selects Ashton Riddle: Executive Administrative Assistant to Dr. Becky Rutledge
 - d. K-12 Health Education
 - i. Dr. Jaime Callahan presented TEKS alignment of:
 1. K-5th grade levels taught in Science or PE
 2. 6th-8th grade levels taught in Health Education Course incorporated in Science and PE
 3. 9th-12th grade levels are offered but not requiredCurriculum provided through BrightThinker, Quaver, or Goodheart Wilcox
 - e. Council recommendations for upcoming agenda items: There are no Council recommendations at this time
 - f. Public comments on agenda items: There is no public present for comment.
 - g. Next meeting date: March 11, 2026
- C. **Adjourn:** A motion to adjourn was made by Council Member Nanci Kistler with a second by Melissa Summersal. The meeting is adjourned at 10: 10 a.m.