

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
Minutes: December 15, 2004

Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R.N., M.S., at 1:15 p.m., at the Greenwood Office – Baltimore County Public Schools, Board Room A.

Welcome and Introductions: All present were welcomed and invited to introduce themselves.

Minutes: The Minutes of the Executive Board Meeting of October 20, 2004, were accepted as distributed. (The Executive Board did not meet in November.)

Treasurer's Report: Betsy Gallun.
The Treasurer's Report stating a balance of \$11,166.70 was accepted.

Maryland Healthy Schools Coalition Report: Sherry McCammon

Coalition had fall general meeting on November 5th. Agenda items were: Review of YRBS, YRBS overview and an update on the status of YRBS in Maryland and goals for this year.

Vickie Taliaferro, from MSDE, presented information on the status of the Maryland's YRBS. The random sample size will be 27 schools and approximately 2000 – 2500 students and will be administered Spring 2005.

Coalition had a lot of good discussion about possible goals to work on for this year. The main issues mentioned were:

- Survey of local school health councils
- Revised MSDE nutrition guidelines
- YRBS- monitoring, eventually administering as is and removing active consent
- Vending machines- choices, size, content. Model after Montgomery County.

Coalition had a Board Conference Call on December 10th to discuss further and finalize the goals. If need be Coalition will have a meeting during the beginning of the year. Delegate Stern is looking at introducing a piece of legislation that deals with a dedicated staff person for Physical Education at MSDE. Coalition decided that for this year we would like to advocate for the dedicated full-time staff person for Physical Education at the MSDE since legislation will be introduced.

Website: Position papers on the website- 8 components as well as the Oral Health papers will be updated.

Next Board Conference Call: January 21, 2005, 9:00 – 10:00 a.m.
A reminder email will be sent in January along with call-in information. Please contact Sherry McCammon at sherry.mccammon@cancer.org if you would like to participate.

OLD BUSINESS:

The First Regional Meeting for 2005 will be held February 16 in the Baltimore Metro Region (Ann Arundel, Baltimore, Baltimore City, Harford). Maura Rossman will find the meeting place.

CHAIR'S REPORT:

Appreciation was extended to Mary Keene for planning the Fall Conference and to all who helped with that and the General Body Meeting which were held on November 17, 2004.

The following Bylaws amendments were passed at the General Body Meeting;

- Include The Maryland Assembly of School-Based Health Centers on the Executive Board.
- Have two Regional Meetings annually.
- Have one Meeting of the General Body annually, with an option for two meetings.

On January 12, 2005, at a DHMH meeting, Eric Fine will address the Health Officers concerning the need to increase interest in the MSSHC General Body.

NEW BUSINESS:

Recognition Award: A motion was made by Louise Fink, seconded by Eric Fine, and passed, to establish a recognition award to be awarded by the Executive Board and open to anyone including members of the Executive Board with parameters to be established by the Awards Committee.

COMMITTEE REPORTS:

1. Family & Community Partners. (New Chair to be appointed.)

2. Food and Nutrition Programs. Ellen Bosley, Chair.

The Motivate, Educate and Activate Summit held on December 1 and 2, 2004, was a huge success. All 24 Local School Systems participated. The Planning Committee members are looking forward to the team leaders' participation at the next Maryland Action for Healthy Kids (MAFHK) meeting to discuss an overview of their action plans.

A list was distributed showing the 2004 Team Nutrition Summit County Team Leaders.

HealthierUS School Challenge – MSDE is promoting all elementary schools accept this challenge. A News Release was distributed concerning Agriculture Secretary Ann M. Veneman's announcement of "The HealthierUS School Challenge", kicking off National School Lunch Week – October 10 – 11. Schools can be certified as "Silver" or "Gold" by meeting criteria listed. Various USDA nutrition initiatives and educational materials are briefly defined.

3. Health Education. Barbara Sullivan, Chair.

4. Health Services. Vicki Taliaferro, Chair. Donna Mazyck reporting.

The School Health Services Guidelines distribution process may be revised to include local school superintendents and local health officer's review / sign-off.

YRBSS: April 2005 administration. MSDE planning school system points of contacts training early in the new year.

5. Local School Health Councils. Maura Rossman, Chair.

Our webmaster will be invited to attend our January meeting.

6. Physical Education. Linda Coons, Chair.

(Committee Reports, continued)

7. Program. Mary Keene, Chair.

Please email to Mary your suggestions for speakers for the Fall 2005 Conference.
At our January meeting we will select the date for that conference.

8. Public Relations / Awards. Eric Fine, Chair.

Awards were presented at the Fall 2004 Meeting of the General Body:

John M. Krager Leadership Award: Kathryn T. Coleman, Calvert County Public Schools,
Step Mika, Cecil County Public Schools, and
Elizabeth M. Ruff, M.D., Carroll County Health Department

Program Award: Self Injury Assessment / Intervention Prevention Program -
Carroll County Public Schools and Youth Service Bureau

9. School Environment. (Chair to be appointed.)

10. Staff Wellness. Karen Heinrich, Chair.

11. Student Services. Louise Fink, Chair.

12. Nominating. Joan Stine, Chair.

A motion was made by Betsy Gallun, seconded by Marsha Freed, and passed, that the Bylaws for Chair, Vice Chair, and past Chair be suspended for one year to allow the officers to remain the same and that an amendment be created for emergency needs for filling vacancies.

Each of the following officers was unanimously elected to serve a 3-year term, beginning January 1, 2005, and installed: Marge Hoffmaster, Treasurer, and Teresa Albright, Secretary.

Michele Prumo will organize language for the January meeting to go out to the General Body for an amendment to address emergency needs for filling vacancies.

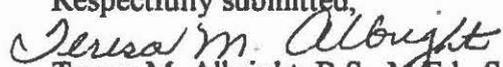
Michele Prumo thanked everyone for their commitment to the work of the Council, wished all a Happy Holiday, and adjourned the meeting.

Attendance 12-15-04:

Teresa M. Albright
Deborah Frye
Betsy Gallun
Donna Mazyck
Maura Rossman

Michele Prumo
Sharon L. Doughty
Sherry McCammon
Marsha Freed
Eric M. Fine, M.D.

Mary Keene
Carole Pinckney
Karen Henrich
Marge Hoffmaster
Ellen Bosley

Respectfully submitted,

Teresa M. Albright, B.S., M.Ed., Secretary

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING

ATTENDANCE: Date: Dec. 15, 2004

Please Print!

Group or
ORGANIZATION that you
Represent on the EX. Bd.

<u>NAME</u>	<u>Group or ORGANIZATION that you Represent on the EX. Bd.</u>
TERESA M. ALBRIGHT	Maryland State Teachers Assn
Michele Pozzino	BCPS
MARY KEENE	MARYLAND ASSOCIATION OF Counseling and Development
Deborah Frye	MNA, FCHD SH Division
Sharon L. Doughty	Prince Georges Co. HD- ^{SO.} Region Rep.
Carole Pinckney	PGDPS
Betsy Gallun	MSDE
Sherry McCammon	MHSC
Karen Heinrich	BCPS
Donna Mazyck	MSDE
Marsha Freud	MASHN
MARGE HOFFMASTER	@CPS/
Mavra Rossmann	BCHD
ERIC M FINE, MD	BALTO Co. HD / MED CHI
Ellen Bosley	MSDE

Please print!

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: October 20, 2004

10-20-04

Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R.N., M.S., at 1:15 p.m., at the Greenwood Office – Baltimore County Public Schools, Board Room A.

Welcome and Introductions. All present were welcomed and invited to introduce themselves.

Team Nutrition Presentation:

Judy Dzimiera, M.Ed., R.D., L.D., Staff Specialist, School and Nutrition Branch, MSDE, presented the Team Nutrition high school curriculum piloted in Maryland and Indiana. Health educators and school nurses are targeted; Cheryl DePinto and Donna Mazyck helped with the training. The grant has been extended for one more year.

A “Destination Wellness: You’re in the Driver’s Seat” curriculum kit developed by Barbara Mayfield, M.S., R.D., is available for distributed to each high school in Maryland. Based on the National Health Education Standards, it includes a binder, a CD, 90 transparencies, and other resources. There are 8 lessons focusing on good nutrition and physical activity. Various lengths of lessons are available.

A press release announcing “Destination Wellness” was distributed and is filed with these Minutes. A sample lesson is available online at www.eatsmartmaryland.org.

We viewed a PowerPoint presentation of a sample lesson on “Body Image”.

Colorful 5”x7” “Team Nutrition is Online” informational cards were distributed; one is filed with these Minutes. Michele Prumo suggested that we advertise this initiative at our Fall Meeting by displaying some of the cards.

Minutes: The Minutes of the Executive Board Meeting of September 15, 2004, were accepted as distributed.

Treasurer’s Report: The Chair announced that the Treasurer’s Report would be available later by email.

Maryland Healthy Schools Coalition Report: The Chair announced that the Coalition Report would be available later by email.

OLD BUSINESS:

The First Regional Meeting for the next term will be held February 16, 2005, in the Baltimore Metro Region (Ann Arundel, Baltimore, Baltimore City, Harford). The meeting will be planned by Michele Prumo who will then be Past Chair.

CHAIR'S REPORT:

Letters were sent to Dr. Grasmick and Mr. Sabatini concerning encouragement for attendance at Council meetings.

Michele is invited to the December meeting of the Health Officers.

Notification of the proposed Bylaws amendments was sent to the General Body.

A letter of appreciation was sent to Susan Kelly, who is no longer able to serve on the Executive Board. She represented the Maryland Conference of Local Environmental Health Directors and chaired our School Environment Committee. Michele welcomed Yvonne S. DeLoatch, the new representative.

A letter was sent to JoAnn Carter regarding the work of the Family and Community Partners Committee.

NEW BUSINESS:

Terms: An inquiry was made by Sharon Doughty concerning the terms of members on the Executive Board and General Body. Michele Prumo will check on the term status of members when she becomes Past Chair in January 2005.

COMMITTEE REPORTS:

1. Family & Community Partners. (New Chair to be appointed.)

2. Food and Nutrition Programs. Ellen Bosley, Chair.

October 20, 2004 – Judy Dzimiera, Team Nutrition Project Director for our 2002 grant, is presenting the Destination Wellness toolkit. PowerPoint presentation is provided along with handouts.

December 1-2, 2004, Team Nutrition Summit: "Motivate, Educate and Activate" planning going extremely well. Support is going great with all 24 local school systems having a designated team leader, and teams are being formed. Each team leader is working with their team to complete their survey which will assist in them selecting one of four goals to accomplish within their local school system; these include nutrition education, physical education, and meal time or wellness policy.

3. Health Education. Barbara Sullivan, Chair.

4. Health Services. Vicki Taliaferro, Chair. Donna Mazyck reporting.

The Guidelines Committee has developed a work plan for this school year. It includes review / revision of existing documents and development of new ones (e.g. Management of Student with Hemophilia, Mandated Screenings). School Health Services Guidelines will soon be available on MSDE's website.

Medication Technician Training continues. Board of Nursing is drafting regulations for implementation of 2004 law that requires medication assistants to be certified medication technicians and to successfully complete Board of Nursing approved training. There is a fiscal impact on schools as they comply with the law.

YRBSS: MSDE is moving forward in preparation for a Spring 2005 administration.

Legislation: Advocacy groups want legislators to introduce legislation for asthma inhaler self carry and diabetes facilitators.

Asthma Action Plans will be distributed to SHS Supervisors.

(Committee Reports, continued)

5. Local School Health Councils. Maura Rossman, Chair.

An email message from Maura asks that items for the Council website be sent to her.

6. Physical Education. Linda Coons, Chair.

7. Program. Mary Keene, Chair.

The 2004 Annual Fall Conference will be held November 17, at the Loyola Graduate Center in Timonium. Registration information and schedule is available by email.

8. Public Relations / Awards. Eric Fine, Chair.

Nomination forms have been distributed. Awards will be presented at the Fall Conference.

9. School Environment. Chair to be appointed.

10. Staff Wellness. Karen Heinrich, Chair.

11. Student Services. Louise Fink, Chair.

12. Nominating. Joan Stine, Chair.

Work is in progress for nominating officers for the next term. Voting will take place in December.

Announcements:

Congratulations to Michele Prumo who has been selected as the Maryland School Nurse Administrator of the Year!

Cheryl DePinto announced that the Asthma Action Plans are ready to be distributed and taken to local jurisdictions.

Eric Fine reported that a parent wrote to their local school health council concerning their child who is an asthmatic. The child was getting meds at day care; now the child is in a non-public school, and no one [there] is trained to deal with this.

The meeting was adjourned by the Chair.

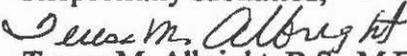
Attendance 10-20-04:

Teresa M. Albright
Deborah Frye
Cheryl DePinto
Eric M. Fine, M.D.
Marge Hoffmaster

Michele Prumo
Sharon L. Doughty
Karen Heinrich
Donna Mazyck
Judy Dzimiera (guest)

Ellen Bosley
Marsha Freed
Yvonne S. DeLoatch
Louise Fink

Respectfully submitted,


Teresa M. Albright, B.S., M.Ed., Secretary

6-15-04

MARYLND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: September 15, 2004

Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R..., at 1:10 p.m., at the Greenwood Office – Baltimore County Public Schools, Board Room A.

Welcome and Introductions: All present were welcomed and invited to introduce themselves. It was announced that Susan Kelly is no longer able to serve on the Executive Board. Yvonne DeLoatch will represent the Maryland Conference of Local Environmental Health Directors on the Board; she will begin attending in October.

Minutes: The Minutes of the Executive Board Meeting of June 30, 2004, were accepted as distributed.

Treasurer's Report: Betsy Gallun. No report.

Maryland Healthy Schools Coalition Report: Sherry McCammon, Co-Chair.

Board Conference Calls: Coalition had two board conference calls this summer to discuss goals for this school year.

This year's goals: Board has voted that this year the coalition will focus on the following 3 goals:

1. Dedicated person for Physical Education at MSDE.
2. Vending Machines
3. YRBS: Short term: Administer as is and raise awareness; long term: Remove active consent.

Legislation: Advocacy Subgroup is meeting on 9-24-04 to discuss model legislation for nutrition and physical activity in schools. Coalition was approached by Senator Pinsky as well as Delegate Stern to provide recommendations for legislation.

Silent Auction: Coalition will hold a silent auction at the MSDE Coordinated School Health Program Conference, "Stop in the Name of Health", at the end of September to raise funds for our Coalition. Betsy Gallun is the coordinator of this conference, Pat and Sherry will be coordinating the silent auction.

If there is anything that anyone from the coalition would like to contribute as a silent auction item, please contact Sherry, and forward the item to her by September 17th.

Fall General Meeting: The meeting will be either 10-21 or 10-27 at the Baltimore City Staff Development Building from 10 a.m. – 12:00 noon. As part of the agenda, Coalition would like to have someone from MSDE report on the YRBS status.

OLD BUSINESS:

Report on Joint Meeting: The Joint Meeting with DHMH (Dr. Russell Moy representing Nelson Sabatini), MSDE (Dr. Grasmick) and OCYF (Sec. Garland) was held on July 28, 2004, at 2 p.m. Chair Michele Prumo, Vice Chair Mary Keene, and Past Chair Maura Rossman represented the Council.

Topics of discussion included positive feedback from our Regional Conferences, the obesity fact sheets now on our website, Council support for SHIP, awards given by the Council, and our 2004 Fall Conference.

Challenges include difficulty in involving parents, many meetings pulling upon the same people, and the meeting schedule for MSSHC –including the possibility of the General Body meeting once per year.

Other issues are dental health, emergency preparedness, YRBS and educating parents, obesity and educating parents, mental health alternatives, and legislation regarding carrying of inhalers. These issues provide a direction for our focus.

NEW BUSINESS:

Council General Body – Purpose and Schedule for Meeting:

Clarification of the purpose of the General Body included a means for information to be taken back to the jurisdictions, provision of professional education and continuing education, and allowing individuals to become involved and possibly serve on the Executive Board.

Various suggestions were made concerning the most effective way to involve the General Body membership in the Council, including forming a subcommittee to reach out to new members, allowing time for development involving new members, and including the Regional Meetings in the Bylaws.

A motion was made by Cheryl DePinto, seconded by Marge Hoffmaster, and passed, that at the General Body Meeting held in November 2004, we discuss the importance of the General Body members being members of their local school health councils.

A motion was made by Eric Fine, seconded by Susan Reiman, and passed, that Bylaws ARTICLE VII, Section 3 – Meetings, state that the General Body shall meet annually, with additional meetings being held at the discretion of the Executive Board.

The exact wording for the Bylaw amendments will be clarified by the Chair and emailed to us.

Fall Program: Mary Keene.

The 2004 Annual Fall Conference will be held November 17, at the Loyola Graduate Center – 2034 Greenspring Drive, Timonium, MD. The speaker will be Betty McLeod. MSSHC awards will be presented at the Conference Luncheon.

The planning committee for the conference includes Mary Keene, Susan Reiman, Maura Rossman, and Joan Stine. They will meet today; information will be out by October 4.

Diabetes Care Givers Legislation:

Information was received from Marsha Freed, MASHN Rep., concerning a posting that was sent out by Sue Will, NASN President-Elect, regarding NASN's concern for safe care of students with diabetes. The information sheets were distributed; one is filed with these minutes. In many states there has been, or may soon be, an effort by ADA to legislate "trained diabetes personnel" in schools, allowing non-healthcare staff—following a brief training—to assess and treat students with diabetes, including injection of glucagon and/or insulin.

Maryland already has many issues in place. After discussion, it was decided that the Council will not move to take a position at this time.

Executive Board Roster: The Chair will be updating the Roster.

COMMITTEE REPORTS:

(MSSHC EX.BD 9-15-04 p.3 of 6)

The Committee Chairs were asked to submit their reports to the Secretary for publication in the Minutes. Announcements were invited.

1. Family & Community Partners. Maria Schaeffer has retired; appointment of a Chair will be made.

2. Food and Nutrition Programs. Ellen Bosley, Chair.

Our 2004 Team Nutrition Summit –Motivate, Educate and Activate—is being held on December 1 and 2. Dr. Nancy Grasmick will welcome the group. Dr. Woodie Kessel, prior U.S. Surgeon General, and Ms. Alicia Moag-Stahlberg, Natinal Director for Action for Healthy Kids, are providing keynotes. All 24 local school systems plan on being represented at the Summit. Again, the Summit is a two day working session for all LSS to select one action with commitment to change. Each of LDD is to have 7 members on each team, invite only.

Copies of the draft information sheet “The Summit at a Glance” were distributed; a copy is filed with these Minutes. The Summit is a statewide effort to address the epidemic of overweight, undernourished, and sedentary youth. The Summit will be held at the Inn and Conference Center, University College, Adelphi, MD. For additional information, contact MSDE at 410-767-0199.

Hot off the press: Article shared by Ms. Alicia Moag-Stahlberg of National Action for Healthy Kids: Physical Education in Elementary Schools and Body Mass Index. Study shows PE reduces BMI in overweight or at risk for overweight girls. Copies of the article showing the results were distributed. (Filed with these Minutes.)The article by the researchers, Ashlesha Datar, PhD and Roland Sturm, PhD, was published in the September 2004 Vol.94, No.9 American Journal of Public Health 1501-1506.

3. Health Education. Barbara Sullivan, Chair.

Maryland continues its membership in the Health Education project (HEAP). Supervisors will receive a searchable database of items and be trained in its use at the October 14 Briefing. The MAHPERD Conference will be held October 15, at Towson University. In conjunction with the conference, a HEAP rubrics and scoring session will be held for representatives from each jurisdiction. It is hoped that online training possibilities will become available in the future.

A national panel has been convened to review and, if appropriate, revise the National Health Education Standards, which were originally developed in 1995.

The draft Maryland Voluntary State Curriculum for Health Education will be posted for comment on the MSDE website this Fall.

KUDOS! Carroll County has implemented elementary health education as a “special area” and has hired certified health educators to provide instruction.

4. Health Services. Vicki Taliferro, Chair.

School Health Services Guidelines: The committee has worked on many guidelines this past year; the following are ready for distribution:

- Administration of Medication in Schools (Rev.)
- Delegation of Nursing Functions (COMAR)
- Delegation of Nursing Functions to Unlicensed Direct Care Providers in School (New)
- Documentation of School Health Records (Rev.)
- Emergency Planning for School Nurses (New)
- Guideline for the Emergency Management of Students in Schools with Known History of Anaphylaxis or Severe Allergic Reaction (Rev.)
- Model Policy- Management of Do Not Resuscitate Orders in Maryland Schools (Rev.)
- Nursing Assistant Certification Training Programs for School Health (Revised)
- Retention of School Health Services Records (New)
- Role of Health Services Staff in Schools (Rev.)
- Role of the Registered Nurse, Licensed Practical Nurse and Certified Nursing Assistant in School Health while Caring for the Child with Special Health Care Needs

(Health Services Committee Report, continued)

The committee plans on working on the following guidelines for this coming school year:

- Diabetes (Rev.)
- Hemophilia (Rev.)
- Body Fluids (Rev.)
- Role of the SN in 504/IDEA (New)
- Atlanto-axial instability (We will explore need.) – Maura
- Medication Assistant Training for School staff (Rev.) – Donna
- Overexposure to the Sun (Rev.)
- Mandated Screening Guidelines (New) – Donna and Cheryl (will incorporate V&H)
- Role of SN with Athletic Trainers (New)

Barbara Masiulis has left her position at MSDE as a Health Services Specialist to take a position with Baltimore County. MSDE hopes to fill the position.

School Based Health Centers (SBHC) Standards: Vicki Taliaferro is coordinating a workgroup from the SBHC Policy Advisory Group that is developing standards for school based health centers; they are close to being final.

Statewide Forms: MSDE health services specialists and the DHMH medical consultant for school and adolescent health have developed state form for medications and one for diabetes management. They have been distributed and are in use across the state.

Legislation: There has been interest by advocates to introduce legislation regarding sun screen in schools, carrying of inhalers and diabetes facilitators in schools. Schools should stay alert to this legislative session.

YRBSS: This survey will require active parent consent prior to its administration. It is anticipated to be administered in the Spring of 2005. MSDE would request a letter of support from MSSHC in support of schools and parents participating in this survey.

Medication Technicians: The Board of Nursing is moving forward with the law that requires them to certify medication technicians, and to do away with the title of medication assistants. The length of training for this individual will be written into regulation. The number of hours for training and re-certification will increase. This bill will have a fiscal impact on every school health services program.

Training for RNs in Delegation: The Board of Nursing will be requiring all registered nurses to complete a delegation training. RNs in assisted living will be the first to be required to take this training. School nurses are tentatively scheduled to be the next group to be addressed, perhaps by summer.

New Delegation Rules were passed in May 2004 by the BON and are in effect.

HIPAA and FERPA: Attached please see a copy of a Fact Sheet that reflects guidance received from HHS by NASSNC, NASN AND NASBHC regarding immunizations, medication orders and HIPAA. (Fact Sheet is filed with these Minutes.)

(COMMITTEE REPORTS, continued)

5. Local School Health Councils. Maura Rossman, Chair.

Information on our website will include schedule updates for Regional Meetings:

February 16, 2005: Baltimore Metro Region (Anne Arundel, Baltimore, Baltimore City, Harford)

April 20, 2005: Central Maryland Region (Carroll, Howard, Montgomery)

6. Physical Education. Linda Coons, Chair.

During the 2003-04 school year, Health and Physical Education writing teams were organized. Members of the writing teams consisted of health and physical education teachers, administrators and supervisors from around the state. The purpose was to develop Voluntary State Curriculums for both Health and Physical Education. The curriculums are anchored at grade 8 and start with pre-K. The purpose is to have Health and Physical Education curricular models that can be used as a foundation for local curriculum development. The VSC's are aligned with both the State and National Health and Physical Education standards.

7. Program. Mary Keene, Chair.

See "Fall Program" under "NEW BUSINESS" above.

8. Public Relations / Awards. Eric Fine, Chair.

The awards nomination forms will be out by October 4, 2004.

9. School Environment. Susan Kelly is no longer able to serve as Chair; a new Chair will be appointed.

Mardel Knight distributed a leaflet, "Environmental Compliance Workshops for Maryland Schools" Four workshops will be held: 9-28-04 at MDE/Baltimore, 9-29-04 WMHC/Hagerstown, 10-5-04 Charles County/La Plata, and 10-6-04 Horn Point Labs/Cambridge. Leaflet is filed with these Minutes.

10. Staff Wellness. Karen Heinrich, Chair.

There were 14 organizations that expressed in interest in participating in Active for Life during the SHIPP conference in Harford, Frederick, Baltimore City, Howard, Charles, PG and Baltimore County.

The Mission Delivery Managers from the American Cancer Society who handle those counties for Active for Life will be making contact with those people individually to discuss their interest in participating.

It looks like a lot of the people who signed up were not from the Public Schools, but from other organizations.

Harford County Schools are almost a definite for the program this year.

There is a networking conference in the planning phase right now. The goal is to get organizations together that have participated in AFL along with organizations who are interested in participating in the future. This will most likely take place in Columbia some time next month.

Active for Life 2005 will take place February 21 – April 17, 2005.

The Active for Life Program was highlighted at SHIP 2004.

11. Student Services. Lousie Fink, Chair.

12. Nominating. Joan Stine, Chair.

Work is in progress for nominating officers for the next term.

Announcements:

Ellen Bosley announced a 15-minute power point program concerning "body image" given by Judy Dzimiera. Cheryl DePinto was invited.

A letter from Lorraine W. Smith, Chief of Nutrition and Physical Activity, was shared and is filed with these Minutes. It announced a NPA coalition meeting scheduled for September 30, 2004, 2 – 4 p.m. at 201 W. Preston Street, Baltimore, MD, Room L 3. Satellite conferencing will be available. Discussions will continue to address how collectively we can work together to reduce obesity in Maryland.

SHIP 2005 Planning Meeting will be on September 28, 2004. Susan Reiman remarked that the SHIP 2004 keynotes were excellent.

The meeting was adjourned by the Chair.

Attendance 9-15-04:

Teresa M. Albright
Mary Keene
Linda Kephart Coons
Joan Stine
Ellen Bosley
Helen Monk

Mardel E. Knight
Susan Reiman
Barbara Sullivan
Cheryl DePinto
Patricia J. Balducci
Vicki Taliaferro

Michele Prumo
Marge Hoffmaster
Deitra Wengert
Karen Heinrich
Maura Rossman
Eric M. Fine

Respectfully submitted,
Teresa M. Albright
Teresa M. Albright, B.S., M.Ed., Secretary

2-18-04

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: February 18, 2004

Welcome and Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R.N., M.S., at 1:10 p.m., at the Greenwood Office – Baltimore County Public Schools, Board Room A.

Introductions: All present were welcomed and invited to introduce themselves.

Minutes: The Minutes of the Executive Board of January 21, 2004, were accepted as distributed.

Treasurer's Report: No report. (\$5,000. has been received from DHMH.)

Maryland Healthy Schools Coalition Report: Sherry McCammon.

New Co-Chairs: Pat Brownlee from Baltimore City Public Schools Board of Education and Sherry McCammon from the American Cancer Society are the new confirmed co-chairs and will serve in the interim. New co-chairs elect need to be recruited.

Membership database that will serve as our Advocacy Network is being updated. More information will be reported next month.

Operating guidelines are being updated for approval at the next General Meeting.

Next MHSC meeting: General Meeting: 2-27-04, 10 a.m. – 12 noon, at the American Cancer Society's office in Gambrills, Anne Arundel County. The purpose of the meeting is to recruit new members to our Leadership Team, update about membership, approve operating guidelines and discuss status of the YRBSS bill. To date, 30 people plan to attend. There will be a conference call this Friday to review draft copy of the operating guidelines, and to discuss membership, the status of the YRBSS bill, and finalize agenda for the general meeting.

YRBSS: For this year, the Coalition's Board voted as our top priority to advocate for the YRBS to be conducted statewide. On February 10, HB358- YRBSS was heard in the House Ways and Means Committee. Pat Brownlee testified on behalf of the MHSC. Other groups that testified were Michaeline Fedder from the Heart Association, a representative from the State Department of Health, and Sherry McCammon from the American Cancer Society. Delegate Joan Stern also held a press conference that day.

OLD BUSINESS:

Review of Comprehensive School Health Services Video:

Maura Rossman introduced guest, Ammena Batada, who showed the video produced for Baltimore City, where discipline-specific workshops are being planned. Discussion followed concerning how this and associated resources could be used for a wider audience. It was suggested that the video would be useful in other jurisdictions, that it could be followed by a workshop led by a local personality, and that it could be useful for outreach to parents.

A motion was made by Maura Rossman, seconded by Pat Balducci, and passed, that MSSHC purchase 60 VHS versions of the video at a cost of \$3.75 each. Michele Prumo will prepare a letter to accompany the video. It was suggested that Lloyd Kolbe be invited to introduce the video.

Purchase of Manual for Local School Health Councils:

A motion was made by Maura Rossman, seconded by Mary Keene, and passed, that MSSHC purchase 24 Manuals to accompany the above-mentioned video for each jurisdiction.

Review of Obesity Fact Sheet for Website:

Ellen Bosley distributed the original draft and a draft showing revisions since our last meeting. We discussed additional concerns which included appropriate use of "overweight" in place of "obese", use of statistics such as "according to CDC...", use of bullets to list causes of childhood overweight, discussion of causes related to nutrition and physical activity and education related to portion size. Ellen will incorporate the suggestions and send a new revision to Michele during the week of March 8 so that we can receive it in time to bring our comments to the March 18 meeting.

Note: The Hollinger/Pinsky legislative bill on student health (#559) combines Delegate Stern's bill on physical activity regarding in- and out-of-school physical activity.

Asthma Action Plan:

Maura Rossman reintroduced the action plan presented at our January meeting to determine the approval or disapproval of MSSHC. Discussion included acknowledgement of the importance of an action plan to convey information from the physician to the school, that a plan is important because authorization is necessary to treat a child in school, and that the form used in New Jersey (discussed during our January meeting) does not need to be considered in isolation. Summarily, the statement in the Minutes of our January meeting expresses our position: "...we do endorse it [the NJ form] as an example of a good asthma action plan, and we endorse an asthma action plan for each student who has asthma.

Regional Meeting:

Our next meeting will be on March 17, 2004, in Cecil County. Please RSVP to Michele Prumo.. Maura Rossman is working with Norma Dempsey, Representative from Cecil County, in planning for the vendor for lunch. Michele will plan the agenda which will include the video mentioned earlier in these Minutes.

NEW BUSINESS:

Health Services / Health Education Meeting:

March 11, 2004, supervisors from these two groups will meet together in the morning and separately in the afternoon. This is a new type of meeting, providing a format to encourage collaboration. Sixty to seventy people are expected. Michele Prumo is on the agenda to present information about MSSHC.

A motion was made by Michele Prumo, seconded by Maura Rossman, and passed, that we show our support for this initiative by providing lunch for the group, at a cost not to exceed \$1000.

COMMITTEE REPORTS:

1. Family & Community Partners. Maria Teresa Schaeffer, Chair.

The Maryland – Parent Advisory Council (M-PAC) will hold its second meeting on Wednesday, February 25, 2004, 5-8:30 p.m., at Eleanor Roosevelt High School, Greenbelt, Prince Georges County. The public is invited. (Revised directions were provided and are filed with these Minutes.)

2. Food and Nutrition Programs. Ellen Bosley, Chair.

Submitted Draft II of Obesity Fact Sheet for review by Council. Next step is for Ellen to send Draft III to Michele by week of March 8 for comment by Council members.

Professional Development Conference: March 24, 2004, Maryland – Stepping Up to Better Health: Focus in on Nutrition and Physical Activity. All Council members are invited to attend. Location: Shady Grove Conference Center, University of Maryland. Fee: \$25. per person. Ellen will be sending out further information by email next week.

Team Nutrition Grant (2004 – 2006): Request for proposal received by MSDE, meeting planned for February 20 at MSDE by Judy Dzimiera, TN Project Director, to discuss and brainstorm ideas for grant focused on healthy nutrition and physical activity.

3. Health Education. Barbara Sullivan, Chair.

4. Health Services. Vicki Taliaferro, Chair.

Legislative Update: Vicki Taliaferro provided “A Summary of Health Bills that may affect MSDE 2-13-04”, which is filed with these Minutes. Main points include:

HB 602 and companion Bill SB 405: State Board of Nursing – Nursing Assistants and Medication Technicians – Certification, will have a deep impact on school health services programs. The Board of Nursing is moving medication assistants from a noncertified status to a certified status, which will provide the BON with discipline powers. It will also cost school health services programs money because medication technicians (the bill changes the name from assistants) will have a fee to pay for certification. There are many secretaries and other office staff who have been trained as medication assistants, and this bill will probably deter them from completing a certification course. BON currently approves a 16-hour course. They have bracketed that for removal in this bill (p.3, line 11), which leads me to believe that they will probably increase the amount of hours for training. Having the BON be able to monitor the nursing assistants and medication technicians is a sound idea for quality assurance purposes. Concerns include evasiveness of the number of hours for the training and the costs to the locals.

HB 529 – State Board of Nursing – Skilled Nursing Assistants – Establishment and Certification. This bill was introduced by some of the same folk who introduced HB 602, and the language of this law affects the same section of regs as 602 does, but with different language (?). I am trying to get clarification.

HB 715 – Access to Health Care and Community Health Care Safety.Net of 2004:

This bill creates the Maryland Community Health Resources Commission and seeks to find additional funding for the uninsured through utilizing community health centers for care. This impacts MSDE in that the very lengthy Bill includes a section on school based health centers, establishing an advisory council on SBHCs with the express purpose of seeking continued funding for them and expanding services from the school to the community. Comments: There is an advisory council already established on SBHCs and codified in law. It seems duplicative to establish yet another committee. Perhaps the current governor-appointed advisory committee could take on the task of preparing the report this legislation requires. Additionally, SB 715 does not have a MSDE representative listed to this advisory committee, which would appear to be very necessary. While the notion of seeking additional funding is an admirable one – there may need to be some amendments to this Bill for us to be supportive. This bill is to be heard February 27, 2004, at 1 p.m., in Senate Finance Committee.

5. **Local School Health Councils.** Maura Rossman, Chair.
6. **Physical Education.** Linda Coons, Chair.
7. **Program.** Mary Keene, Chair.
8. **Public Relations / Awards.** Eric Fine, Chair.
9. **School Environment.** Susan Kelly, Chair.
10. **Staff Wellness.** Karen Heinrich, Chair.
11. **Student Services.** Louise Fink, Chair.

The Chair adjourned the meeting at 3:15 p.m.

Attendance 2-18-04:

Mardel E. Knight
Maura Rossman
Ameena Batada (guest)
Maria Schaeffer
Penny Bramlett
Deitra Wengert
Louise L. Fink
Teresa M. Albright

Eric M. Fine, M.D.
Karen Heinrich
Cheryl DePinto
Sharon Doughty
Mary Keene
Susan Reiman
Marsha Freed
Michele Prumo

Sherry McCammon
Karabelle Pizzigati
Helen Monk
Carole Pinckney
Patricia J. Balducci
Donna Behrens
Ellen Bosley

Respectfully submitted,

Teresa M. Albright

Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING**

ATTENDANCE: Date: 2-18-04

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<u>NAME</u>	<u>ORGANIZATION</u>
MARDELE E. KNIGHT	MD DEPT. of the ENVIR. ^{mknight@mde.state.md.u}
ERIC M FINE MD	MED-CM efine@co.ba.md.us
Sherry McCammon	Maryland Healthy Schools / ACS sherry.mccammon@cancer.org
Maura Rossman	BCPS ^{BCPS} maura.rossman@baltimorecity.org
Karen Heinrich	BCPS KHeinrich@BCPS.org
Karabelle Pizzigati	MSBE KPizzigati@aol.com
Ameena Batada (guest)	Center for Adolescent Health, JHU
Cheryl De Pinto	DHMH cdepinto@dhmh.state.md.u
Helen Monk	FEPS Helen.Monk@feps.org
Maria Schaeffer	MSDE mschaeff@msde.state.md.us
Sharon Doughty	PGCOHD sloughty@co.pg.md.us
Jarale Pinckney	PGCPS cpinckney@pgcps.org
Perry Bramlett	CCHD P.BRAMLETT@DHMH.STATE.MD.US
MARY KEENE MACD	enjoythevista2@aol.com
Patricia J. Balducci	^{Harford Co.} Health Dept patbalducci@netscape.net
DETRA WENGER	HAMPERO / TOWSON UNIVERSITY wengert@TOWSON.EDU
Susan Reiman	HCPs Sue.Reiman@hcps.org
Donna Behrens	GOCYF dbehrens@ocyf.state.md.us
Louis A. Junk	BCPSS LLEjunk@BCPS.RV2.MD.US
Marsha Freed	MASHK freed@KennedyKrieger.org

See next page.

**MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING**

ATTENDANCE: Date: 2-18-04

NAME

ORGANIZATION

Ellen Bosley

MSDE ebosley@msde.state.md.us

TERESA M. ALBRIGHT

MSTA walbright@worldnet.att.net

Nichole Prumo

mprumo@beps.org

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MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: January 21, 2004

1-24-04

Welcome and Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R.N., M.S., at 1:10 p.m., at the Greenwood Office - Baltimore County Public Schools, Board Room A.

Introductions: All present were welcomed and invited to introduce themselves. Sherry McCammon was welcomed as the new representative from the Maryland Healthy Schools Coalition, where she is Co-Chair Elect.

Letters of appreciation will be sent from MSSHC to two representatives who will be leaving the Executive Board: Joe Leake, Maryland Healthy Schools Coalition, and Elizabeth Crosby, Maryland Parent and Teachers Association.

Minutes: The Minutes of the Executive Board Meeting of December 17, 2003, were accepted as distributed.

Treasurer's Report: Betsy Gallun. The Financial Statement reflecting a balance of \$17,538.72 as of January 14, 2004, was accepted. The Board was reminded that money was set aside for the work of our committees.

Maryland Healthy Schools Coalition Report: Sherry McCammon.

Confirmed Co-Chairs Elect are Pat Brownlee, Baltimore City Public Schools Board of Education and Sherry McCammon, American Cancer Society. Sherry will be the MHSC representative to MSSHC.

Membership Database of approximately 500 is being updated. The mailing sent on 1-23-04 will include a letter asking for continued support, an invitation to attend the 2-27-04 meeting, a membership form to update info and get current email address (email will be the main form of communication), and a YRBS fact sheet.

YRBS: The Coalition's Board voted as top priority to advocate for the YRBS to be conducted statewide. At the meeting on 1-23-04, a plan will begin to be developed.

New website address is www.mdhealthyschools.org; please correct MHSC's link on MSSHC website. Updating MHSC website.

Promoting Healthy Youth, Schools, and Communities, a guide for local school health councils, from American Cancer Society and other organizations, gives step-by-step suggestions on how to build a council, plan, maintain momentum and evaluate. Copies are available. Would MSSHC like to have one copy per LSHC?

Next meetings are 1-23-04 and 2-27-04, 10:00 a.m.-12:00 noon at American Cancer Society's office in Gambrills, Anne Arundel County; These will most likely be the last face-to-face meetings until April or May. Coalition will correspond by email or conference calls. Council members are welcome to attend. Please RSVP to Sherry McCammon 410-933-5146 / sherry.mccammon@cancer.org.

COMMITTEE REPORTS:

1. Family & Community Partners. Maria Teresa Schaeffer, Chair.

January 23, 2004, is being proclaimed by the Governor as Maryland Family Literacy Day. A press conference will be held on that day.

2. Food and Nutrition Programs. Ellen Bosley, Chair.

2004 Professional Development Conference: March 24, 2004, Shady Grove, MD. Cost is approximately \$40.; Keynote is Dr. Pamela Peek, America on the Move. Nutrition focus topics. Promoting opening registration to MSSHC and MAFHK participants. Look for information to be sent on email.

TV Program on Obesity in Frederick County on February 3, with Dr. Cheryl DePinto. Cheryl and Ellen will provide a 27-minute segment on Public TV about epidemic and what DHMH and MSDE are doing about this topic.

Ellen announced that the draft of the fact sheet, "Overweight and Obesity", would be distributed for review and comments; a copy is filed with these Minutes. Send comments to her at ebosley@msde.state.md.us, and she will revise. The plan is to finalize it for the February 18 meeting.

Legislative activities: Delegate Joan Stern Bill on Obesity. Worked with Local Education Agencies to draft comments for bill which were submitted to Delegate Stern. We are in process of revising Memorandum of Management Operations on Competitive Foods and Foods of Minimal Nutritional Value.

3. Health Education. Barbara Sullivan, Chair.

4. Health Services. Vicki Taliaferro, Chair.

5. Local School Health Councils. Maura Rossman, Chair.

6. Physical Education. Linda Coons, Chair.

7. Program. Mary Keene, Chair.

8. Public Relations / Awards. Eric Fine, Chair.

9. School Environment. Susan Kelly, Chair.

(Committee Reports, continued)

10. Staff Wellness. Karen Heinrich, Chair.

An information sheet inviting participation in Active for Life Program 2004, was distributed and is filed with these Minutes. The main facts include:

Who: Anyone.

What: Program was developed by the American Cancer Society to encourage physical activity. Participants set a goal of how many minutes they will exercise over an eight-week period. Each work-site has a team of participants. Exercise may be done in a group, on your own, at work, or at home. Forms are turned in according to the plan described. Prizes may be awarded depending on the organization's budget.

When: Active for Life runs from Monday, February 23, 2004 - Sunday, April 18, 2004.

How: To register a team or several teams to compete in Active for Life or for more information, contact Karen Heinrich at 410-887-6397 or email at kheinrich@bcps.org.

How Much: Cost is minimal to the organization. All paper work and forms needed to compete will be provided.

11. Student Services. Louise Fink, Chair.

Announcements:

Donna Behrens announced a Technical Assistance Meeting on February 20, 2004.

Maura Rossman asked that all items for our website be sent to her.

Cheryl DePinto said that SHIP 2004 is looking for sponsors.

Vicki Taliaferro alerted us about legislation items; she suggested that these topics should be included on our website and at regular meetings.

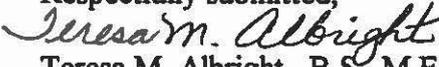
The Chair adjourned the meeting at 3:00 p.m.

Attendance 1-21-04:

Mardel Knight
Deborah Frye
Cheryl DePinto
Penny Bramlett
Sharon Doughty
Michele Prumo
Donna Behrens
Ellen Bosley

Betsy Gallun
Sherry McCammon
Ameena Batada
Marsha Freed
Helen Monk
Teresa M. Alb right
Barb Sullivan
Eric M. Fine, MD

Maura Rossman
Karen Heinrich
Marge Hoffmaster
Vicki Taliaferro
Mary Keene
Karabelle Pizzigati
Maria Teresa Schaeffer
Joan Stine

Respectfully submitted,

Teresa M. Albright., B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING**

ATTENDANCE: Date: January 21, 2004

<u>NAME</u>	<u>ORGANIZATION</u>
MARDEL KNIGHT	MD DEPT. of the ENVIR.
Betsy Gallun	MSDE
Maura Gossman	BOHD
Deborah Frye	FCHD
Sherry McCammon	MaryLAND Healthy Schools Coalit
Karen Heinrich	BCPS
Cheryl DePinto	DHMH
Ameena Batada (guest)	Center for Adolescent Health
MARGE HOFFMASTER	CCPS
Penny Bramlett	CCHD
Marsha Freed	MASHN
Vicki Tainfara	MSDE
Sharon Doughuff	Prince George's Co. HHA Dept
Helen Monk	Frederick County Public Schools
Mary Keene	MACD
Nichelle Purno	BCPS
TERESA M. ALBRIGHT	MSTA
Karobille Pizzigati	MSBE
Donna Behrens	GOCYF
BARB SURIVAN	BCPS
Miana Teresa Pelhaeff	MSDE

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MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING

ATTENDANCE: Date: 1-21-04

NAME

ORGANIZATION

ELLEN BOSLEY

MSDE

ERIC M FINE, MD

MED-CHI

JOAN STINE

DHMH

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Maryland State School Health Council

Financial Statement - January 14, 2004

	Proposed Income 2003-2004	Actual Income 2003-2004	Assets 2003-2004	Current Balance
MSDE Allocation	\$5,000.00	\$5,000.00		
DHMH Allocation	\$5,000.00			
OCYF Allocation	\$3,500.00			
Conference Registration	?	\$ 650.00		
Incoming Balance			\$15, 267.70	\$17,538.72
Total Income				
Expenses				
Fall Conference		\$1,831.08		
Speakers		\$ 600.00		
Awards		\$ 454.20		
Web-Site		\$1,493.70		
SHIP				
Catering for Regional Meetings				
Material/Supplies				
Total Expenses		\$		

**MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING**

ATTENDANCE: Date: September 15, 2004

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NAME

ORGANIZATION that you
Represent on the Ex. Bd.

TERESA M. ALBRIGHT	Maryland State Teachers Assn.
MARDEL E. KNIGHT	MD DEPT. of the ENVIR.
Michele Trumo	BCPS
MARY KEENE	Maryland Association of Counseling and Development
Susan Reiman	HCPS
MARGE HOFFMASTER	CCPS
Linda Kephart Coon	CCPS
BARBARA SULLIVAN	BCPS
DETRA WENBERT	TOWSON University
JOAN STINE	DHMH
Cheryl DePinto	DHMH
Karen Heinrich	BCPS
Ellen Bosley	MSFSA /MSDE
PATRICIA J. ZINDLICK	Harford Co. Health Dept Past Chair / LSHC chair
Maura Rossman	maura.rossman@baltimorecity.gov
Helen Monk	FcPS / Western Md Region
Vicki Taliaferro	MSDE
ERIC M FINE, MD	MED CH / BCDH.

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MARYLAND STATE SCHOOL HEALTH COUNCIL
MEETING OF THE GENERAL BODY and EXECUTIVE BOARD
MINUTES: June 30, 2004

6-30-04

Welcome and Call to Order: The Meeting of the General Body was called to order by Michele Prumo, R.N., M.S., at 1:00 p.m., at the Loyola Graduate Center, Timonium, MD. (This meeting was held following our Summer Conference speaker, Mary Kemp, M.A., Assistant Professor of Health and Physical Education, Carroll County Community College, and lunch.)

Minutes: The Minutes of the General Body Meeting of November 19, 2003, were accepted as distributed.

Summer Conference: The Chair thanked Mary Keene for planning for the Loyola Graduate Center facility and the delicious lunch. Michele also thanked Ellen Bosley for planning for the speaker, Mary Kemp who presented the morning program, "Mind, Body, and Health Workshop".

Adjournment: The General Body Meeting was adjourned.

Call to Order: The Meeting of the Executive Board was called to order at 1:10 p.m.

Minutes: The Minutes of the Executive Board Meeting of May 19, 2004, were accepted as distributed.

Treasurer's Report: The Treasurer's Report was waived.

Maryland Healthy Schools Coalition Report: Sherry McCammon, Co-Chair.

Board Meeting and General Meeting:

Held Board and General Meeting on June 10th at the Howard County Staff Development Building. Board meeting was held from 9:00 – 10:00 a.m. Board would like to strengthen our relationship with the Council. Maybe a meeting / conference call could be set.

General Meeting was from 10:00 – 12:00 noon. Coalition honored Delegate Stern with an Appreciation Award for her legislation. Coalition also discussed next steps and other school health issues. Issues discussed included implementing YRBS "as is", daily PE class, middle school and high school end-of-course assessments for Health and PE, and health education on the report card.

Coalition having a board conference call on July 20th to further discuss our next steps and the school health issues mentioned.

Membership:

To date, Coalition has 501 members in our database. Most have been updated. If you want to be a member of the Coalition, please go to website to join. Membership is free and you will receive regular updates about school health issues and invitations to general meetings.

A packet was circulated; it included a press release, "Coalition recognizes Delegate Stern for her support of the Youth Risk Behavior Surveillance Survey", providing information about efforts of Del. Stern, the American Cancer Society and the MHS Coalition to support the passing of the necessary legislation, as well as electronically available photographs, and a copy of the letter sent to The Honorable Joan Stern.

OLD BUSINESS:

Review of Obesity Fact Sheet for Website: (To be discussed after Committee Reports)

NEW BUSINESS:

Joint Meeting: The Joint Meeting with DHMH, MSDE, and OCYF will be July 28, 2004, at 1 p.m. Chair Michele Prumo, Vice Chair Mary Keene, and Past Chair Maura Rossman will represent the Council.

The list of priorities and what has been accomplished will be presented. Michele will email the list of priorities to us so that we can comment.

The summary of feedback from our Regional Meetings will also be shared:

The Regions thought that it was wonderful that the Council took the time to come out to them; they also said that it encourages the local school health councils to be more active. Also expressed was the possibility of getting the Superintendents and the Health Officers together over an issue of mutual concern.

Schedule for Meetings: The possibility of increasing the number of Regional Meetings each year and having one Meeting of the General Body was discussed. This would require a change in the Bylaws. These ideas will be further discussed at the next Executive Board Meeting.

COMMITTEE REPORTS:

1. Family & Community Partners.

Maria Teresa Schaeffer is no longer with MSDE. An appointment of a new Chair will be made.

2. Food and Nutrition Programs. Ellen Bosley, Chair.

Healthy Schools Summit – School and Community Nutrition Programs Branch, MSDE, is collaborating with other partners to plan and implement our December 1 and 2, 2004 Summit. Maryland Action for Healthy Kids is a key player on the team, coordinating the keynote speaker, a national AFHK Director, Alicia Moag Stahlberg. Dr. Woodie Kessel, Assistant Surgeon General is a speaker. Michele Prumo, Chair, MSSHC and Maura Rossman, Past Chair invited to attend.

3. Health Education. Barbara Sullivan, Chair.

4. Health Services. Vicki Taliaferro, Chair. (Annual Report)

Guidelines: 12 guidelines (4 new, 8 revisions) will be distributed over the summer.

Next year's agenda includes 2-3 new guidelines and 7 revisions.

Newly revised "Health Emergencies in Schools" (first aid manual) to be distributed over summer.

Two new statewide forms developed: (1) Medication Order Form and (2) Diabetes Order Form.

Hot topics for School Health:

(1) YRBS will be implemented Spring 2005 if funding is secured.

(2) New legislation impacting medication "technician" training: proposed changes will increase hours / days that training will take place

- impacting substitute days
- training will have to take place three times a year
- pre math, reading test must be successfully passed to even take course,
- this may impact hiring procedures.

Effective 10-1-04 – curriculum revision will take place over summer.

5. Local School Health Councils. Maura Rossman, Chair.

There were two successful Regional Meetings this year.

The American Cancer Society Manual and Baltimore City Public Schools video were given to 24 jurisdictions.

The website is a more dynamic tool.

It was suggested that we set a meeting schedule for next year.

Tentative Executive Board Schedule:

September 15, October 20, November 17, December 15, January 19, February 16,
March 16, April 20, May 18, June 15.

It was suggested that Regional information be on the website; annual summaries would be helpful. The possibility of combining several Regional Meetings was considered.

6. Physical Education. Linda Coons, Chair.

7. Program. Mary Keene, Chair.

The Fall Meeting format needs to be decided, and plans need to be made. Suggestions included November 17, for an all-day program at Loyola Graduate Center, awards during lunch, letters out in September.

Those interested in working on the committee are invited to contact Mary. The speaker will be secured earlier. Michele will email information to Mary.

The schedule for the day will be Speaker, Lunch and awards, Meeting of the General Body, Meeting of the Executive Board.

8. Public Relations / Awards. Eric Fine, Chair.

Letters inviting nominations for awards will be sent out in September. Awards will be presented during lunch at the Fall Meeting.

9. School Environment. Susan Kelly, Chair.

10. Staff Wellness. Karen Heinrich, Chair. (Year End Summary)

Employee Wellness spent the 2003 – 2004 year expanding and promoting the annual Active for Life Program. In the spring of 2004, 2,075 participants joined the American Cancer Society's Active for Life Program.

Active for Life Program 2004:

Who – Anyone can participate in the Active for Life Program. You do not have to be a natural athlete or even be in good physical condition.

What – Active for Life is a program developed by the American Cancer Society to encourage physical activity. Participants set a goal of how many minutes they will exercise over an eight-week period. Each work-site has a team of participants. There is no minimum or maximum number of participants on a team. Exercise may be done in a group, on your own, at work, or at home. It is as simple as taking a walk and recording the number of minutes. All records are kept on the honor system. Forms are turned in to a designated team captain at the conclusion of the eight weeks. The team captain then turns all forms in to the company coordinator.

Progress: I am currently working with a representative from the American Cancer Society as well as members from the MSSHC to expand the program for the 04 – 05 school year. The goal for the upcoming year is to increase participation in Baltimore County from 2075 participants and to register other counties. A friendly competition among counties is in the works!

Active for Life 2005 will run eight weeks: February 21 – April 14, 2005.

11. Student Services. Louise Fink, Chair.

12. Nominating. Joan Stine, Chair.

Announcements:

Annual Reports: All Committee Chairs are asked to have their Annual Reports in by September 1. Please provide one copy for the Chair and one copy for the Secretary.

SHIP: Cheryl DePinto invited everyone to register for SHIP using the CSMHA or MSSHC websites.

Making Strides Against Breast Cancer: Sherry McCammon announced the 5-mile walk scheduled for Sunday, October 24, 2004, which will begin at Patterson Park in Baltimore City. Strides online at www.cancer.org/stridesonline allows team leaders and participants to create their very own web page and use the power of the internet to contact family and friends to build their walking team and ask for support. Brochures were distributed. For additional information, call ACS at 1-800-787-4337.

A Kick-Off Breakfast will be held August 2, 2004, 7:30 – 8:30 a.m., at Turf Valley –before SHIP Conference begins.

OLD BUSINESS:

Review of Obesity (Overweight) Fact Sheets for Website: Ellen Bosley

The two fact sheets: "Overweight Children and Adolescents" were presented; one is intended for parents, the other contains statistics for administrators, educators and school health workers.

After discussion, suggestions included:

Add the Food Guide Pyramid to the website.

Change Fruits and Vegetables quantity to "... at least 5 servings per day").

Omit "possessives" e.g. "their", "your".

Select a different title for each fact sheet:

- I. Overweight Prevention for Children and Adolescents.
- II. Statistical Information on Overweight Prevention for Children and Adolescents.

Ellen will incorporate the suggestions and send the draft to Eric Fine for editing. Eric will forward the edited copy to Michele Prumo by July 12. The completed fact sheets will be on our website by July 28.

The Chair adjourned the meeting at 2:40 p.m.

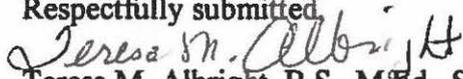
Attendance 6-30-04:

Teresa M. Albright
Joan Stine
Donna Mazyck
Sherry McCammon
Carole Pinckney
Louise Fink

Karen Heinrich
Barbara Masiulis
Cheryl DePinto
Deitra Wengert
Christie Fuhrer
Eric Fine

Mary Keene
Vicki Taliaferro
Maura Rossman
Sharon Doughty
Joseph Leake
Michele Prumo

Respectfully submitted,


Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL
GENERAL BODY MEETING**

ATTENDANCE: Date: 6-30-04

Please print

NAME

(The group you represent)
ORGANIZATION

TERESA M. ALBRIGHT	Maryland State Teachers Assn.
Karen Heinrich	BCPS
Mary Keene	Maryland Association of Counselors and Development
JOAN STINE	MD. DEPT. OF HEALTH & MENTAL HYGIENE
Barbara Mastales	MSDE
Vicki Taliaferro	MSDE
Donna Mazyck	MSDE
Cheryl DePinto	DHMH
Maura Rossman	BCITD
Sherry McCammom	ACS
DETRA WENBERT	MAHPERS - TOWSON UNIVERSITY
Sharon Doughey	Prince George's Co. H.D.
Carole Puckney	PGCPS
Christie Fuhrer	Balto City Public Schools
JOSEPH LEAKE	" " " "
James Funk	Balto City Public Schools
ERIC FINE	BCDH / MED CAL
Nichelle Purno	Balto Co. Public Schools

Annual Report for Maryland State School Health Council (03/04)
Local School Health Council Committee

Two regional meetings were held during this year for the Upper Shore and Lower Shore regions of the Maryland State School Health Council. The purpose of regional meetings is to increase input from all local jurisdictions and to provide support to local school councils around the state regarding coordinated school health.

The Upper Shore counties, Cecil, Kent, Queen Anne's, and Talbot, met in Cecil County. The meeting was hosted by the Cecil County Health Department on March 17, 2004. The turnout was good and all four counties had representatives from the local health departments, board of educations, and school health councils. The Lower Shore counties, Caroline, Dorchester, Somerset, Worcester, and Wicomico, met in Caroline County. The meeting was hosted by Caroline County Board of Education on May 19, 2004. Once again the turnout was good and all five counties had representatives from the local health departments, board of educations, and school health councils.

All twenty-four local school health councils received copies of Promoting Healthy Youth Schools, and Communities, A Guide to Community-School Health Councils. This guide provides a practical, approach to planning, developing, maintaining, and evaluating school health councils. Each council also received a copy of the video, Coordinated School Health Program. This video project is a one-hour staff training designed to inform individuals about the coordinated school health model, and to stimulate discussion about school health.

In order to improve communication and information flow to local members regarding the Maryland State School Health Council, the website was redesigned and is continually updated to provide as up-to-date information as possible. Local school health councils are encouraged to visit the website and offer input as to it's utility.

Respectfully submitted,

Maura Rossman, Chair

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: May 19, 2004

Welcome and Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R.N., M.S., at 2:10 p.m., at the offices of Caroline County Public Schools, Denton, Maryland. (This meeting was held following the Lower Shore Regional Meeting which began at 11:00 a.m. and lunch.) 5-19-04

Minutes: The Minutes of the Executive Board Meeting of April 21, 2004, were accepted as distributed.

Treasurer's Report: (No report)

Maryland Healthy Schools Coalition Report: Sherry McCammon, Co-Chair. (Report sent in.)

Update on YRBS Bill 358: Governor signed bill on May 11, 2004.

Website: Check out updated website: www.mdhealthyschools.org.

General Meeting: June 10, 2004, 10:00 a.m.– 12:00 noon, at the Howard County Staff Development Building (location to be confirmed). Board meeting will be from 9:00 a.m.– 10:00 a.m. Coalition will be honoring Delegate Stern with an Appreciation Award for her legislation. Other agenda items are a Maryland State School Health Council report, YRBS update, showcasing of website, and discussion of other school health issues. Invitations were sent out on May 17. Anyone wishing to attend – please RSVP to Pat Brownlee at 410-396-8811 or Patriciab@bcps.k12.md.us.

Membership: If you want to be a member of the Coalition, please go to website to join. Membership is free, and you will receive regular updates about school health issues and invitations to general meetings.

Chair's Report:

A letter expressing sympathy was sent to Mrs. Grant, widow of Dr. John Grant. He had served as Health Officer in Caroline and Kent Counties.

A letter of congratulations was sent to Vicki Taliaferro, who had been selected as National State School Nurse Consultant of the Year.

The recently formulated regional meeting feedback form was sent to the attendees of the Upper Shore Regional Meeting which was held on March 17, 2004. A copy of the form is filed with these Minutes.

OLD BUSINESS:

Review of obesity fact sheet for website: Deferred to June meeting.

NEW BUSINESS:

General Body Meeting in June:

The General Body Meeting will be held on June 30. The Loyola Graduate Center in Timonium is the proposed location. The speaker will be Mary Kemp, M.A., Assistant Professor of Health and Physical Education, Carroll County Community College.

A brief Executive Board Meeting will be held following that of the General Body. The main purpose is to discuss specific issues concerning the website fact sheets about obesity (overweight).

School Health Interdisciplinary Program:

An invoice was received from SHIP, along with a letter of thanks. Michele Prumo was invited to "kick off" Plenary Session I on the first day.

COMMITTEE REPORTS:

1. Family & Community Partners. Maria Teresa Schaeffer, Chair.

Maryland's Parent Advisory Council (M-PAC) continues to progress nicely. The three subcommittees are working on questions geared toward their focus: education policy, non-traditional communication, and parent involvement.

A partnership between MSDE and Johns Hopkins University is working on a pilot in three library systems (Wicomico, Frederick, and Howard) and an Even Start site in Caroline County geared toward librarians and Hispanic parents working together to achieve school readiness. The goal of the pilot is to provide participants with the most current research on how to help young children start school ready to learn to read.

2. Food and Nutrition Programs. Ellen Bosley, Chair.

3. Health Education. Barbara Sullivan, Chair.

4. Health Services. Vicki Taliaferro, Chair.

School Health Services MSSHC Guidelines Committee members were acknowledged at the May 11, 2004, School Health Services supervisor's meeting with certificates from Dr. Grasmick and Dr. Sabatini.

Numerous guidelines will be coming out over summer and posted to website. Would like to link to MSSHC website.

Legislation regarding medication technicians and their training will have significant impact on SHS programs. Additionally, new delegation regulations will impact SHS programs.

YRBS: MSDE planning to attend training and if successful in obtaining funding, will go for doing YRBS in Spring 2005. No funding came with the legislation. Vicki Taliaferro is point at MSDE for YRBS. MSDE will be working with Westat to try and coordinate three mandated surveys.

SHIP 2004 is August 2 – 6, 2004. Registration pamphlets are out. You can also go to the CSMHA website.

Arranging annual meeting for end of July with MSDE, DHMH, OCYF and MSSHC.

5. Local School Health Councils. Maura Rossman, Chair.

The rotation for Regional Meetings will be completed next year.

6. Physical Education. Linda Coons, Chair.

7. Program. Mary Keene, Chair.

8. Public Relations / Awards. Eric Fine, Chair.

Awards will be presented in the Fall.

9. School Environment. Susan Kelly, Chair.

10. Staff Wellness. Karen Heinrich, Chair.

11. Student Services. Louise Fink, Chair.

12. Nominating. Joan Stine, Chair.

Announcements:

Maura Rossman announced that our website will soon include a counter.

The Chair adjourned the meeting at 2:50 p.m.

Attendance 5-19-04:

Susan Reiman
Marge Hoffmaster
Maria Teresa Schaeffer
Carole Pinckney
Teresa M. Albright

Eric M. Fine, MD
Maura Rossman
Sharon L. Doughty
Vicki Taliaferro

Penny Bramlett
Karen Heinrich
Helen Monk
Michele Prumo

Respectfully submitted,
Teresa M. Albright
Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING**

ATTENDANCE: Date: 5-19-04

Please Print!

<u>NAME</u>	<u>ORGANIZATION You Represent</u>
1 Susan Reiman	LEA - A.C.P.S.
2 ERIC M FINE, MD	MED-CH/BCHD
3 PENNY BRAMLETT	CCHD
MARGE HOFFMASTER	CARROLL COUNTY PUBLIC SCHOOLS (CENTRAL REGION)
Naura Roseman	BCHD
Karen Heinrich	BCPS
Mania Teresa Schaeffer	MSDE
Sharon L. Doughty	PG Co. Health Dept.
Helen Monk	Western MD Region Frederick County Public Schools
Carole Penckney	PG CPS
Vicki Taliaferro	MSDE
Nichelle Pruned	BCPS
TERESA M. ALBRIGHT	MSTA

Please Print!

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: April 21, 2004

Welcome and Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R.N., M.S., at 1:15 p.m., at the Greenwood Office – Baltimore County, Board Room A. All present were welcomed and invited to introduce themselves. 4-21-04

Minutes: The Minutes of the Executive Board Meeting of March 17, 2004, were accepted as distributed; re. attendance: Mardel Knight was unable to attend.

Report of the Treasurer: Betsy Gallun. The report reflecting a balance of \$15,941.22, as of April 13, 2004, was accepted.

Maryland Healthy Schools Coalition Report: Sherry McCammon, Co-Chair.

Update on YRBS bill – HB358: Bill passed both the House and Senate with Amendments. Hopefully, Governor will sign. Bill states required parental consent, MSDE can omit up to 1/3 of the questions, and parents may request a copy of the survey that will be administered. Next step is to ask members to contact the Governor asking him to sign the YRBS bill. (During our meeting this generated a discussion concerning the meaning and implications of “passive” vs. “active” parental consent. All were invited to call during the conference call –next item.)

Next Board Conference Call: Monday, April 26, 2004, 9:30 – 10:30 a.m., to discuss next steps for YRBS, agenda for General Meeting, and website updates.

General Meeting: June 10, 2004, 10:00 a.m. – 12:00 noon, at the Howard County Staff Development Building – location to be confirmed. Board Meeting will be from 9:00 – 10:00 a.m. Delegate Joan Stern was invited and is able to attend. Coalition will be honoring Delegate Stern with an award or certificate for her legislation. Other agenda items are board elections, a Maryland State School Health Council report, YRBS update and discussion of other school health issues. A “Save the Date” has been sent. Invitations will be mailed beginning of May.

New membership form: If you haven’t filled out a membership form to be a part of the Coalition, please fill out the blue membership form. Members receive updates and invitations to general meetings.

OLD BUSINESS:

Upper Shore Regional Meeting. The meeting was held on March 17, 2004, at the Cecil County Health Department.

At that time a copy of the Comprehensive School Health Services Video (which was produced for Baltimore City, but is applicable to other Maryland jurisdictions), along with the manual concerning school health councils (which was produced by the American Cancer Society), was presented to a representative from each of the Upper Shore counties. During the following week, a mailing containing a copy of the video, a manual, and a cover letter went out to each of the other Maryland jurisdictions. A call is in to the PTA for a mailing list of the presidents of each jurisdiction.

Some comments from those who attended:

Pat Balducci showed the video and manual in Harford County.

Maura Rossman reported good networking on that day and feedback including that it was well received and worth the time.

Michele Prumo thanked Maura Rossman for setting up the meeting, and she reported that she had sent a letter of thanks to Norma Dempsey for arranging the Cecil County location.

Evaluation of Regional Meetings:

It was decided that Michele Prumo will formulate an evaluation sheet which will be distributed and completed at the Regional Meetings.

(COMMITTEE REPORTS, continued)

3. Health Education. Barbara Sullivan, Chair.

Kudos to Cecil County for adding an additional ½ credit requirement for both health and physical education at grade 10!

The SHEP School Health Education Profile survey has taken place throughout the State's middle and high schools; summary of that information will be shared when the results are tabulated. Local Superintendents have been asked to indicate their system's compliance with Health Education and Physical Education COMAR. If and when available, this information will be shared with the Council. Phase 1 of the Voluntary State Health Education Curriculum is nearing completion. The draft was presented to Health Education Supervisors for comments at the State Health Education Briefing.

As shared at previous meetings, Maryland has joined the CCSO SCASS Health Education Assessment Project. Local school systems and MAHPERD funded membership for the first year, and it is hoped that participation will be funded for at least three years. State representatives attended this year's second CCSO SCASS Health Education Assessment Project Meeting on April 12 – 16, 2004. They received training, a draft item bank, and professional development modules to implement statewide assessment seminars and possible pilot an online training next year.

As local systems provide information, I hope to provide highlights in occasional monthly reports. This report is on Anne Arundel County: Two Years Later – How Anne Arundel County Public Schools Has Addressed COMAR Health and Physical Education Compliance Issues.

AACPS has developed Health Education curriculum and pacing guides in accordance with the National Health Education Standards and the Maryland K-12 Health Education Outcomes. The content/concepts and performance indicators clearly define what knowledge and skills all students must know and be able to do.

The elementary health curriculum is taught in multiple disciplines with support from Guidance and school health nurses.

AACPS revised the middle school health education curriculum in 2002. The current delivery model for instruction is one marking period of health education and three marking periods of physical education in grades 6 – 8. To support physical education teachers now responsible for middle school health education implementation, summer health education academies and monthly health education drop-ins have been offered throughout the year.

The health education graduation requirement is offered in a semester class at all high schools. Students can take additional elective classes of "Drug Education" and "Human Sexuality" at many of its high schools. For additional information, contact Jan Arnold, Health Education Resource Teacher at jarnold@aacps.org, or 410-222-5453.

Congratulations to Jan Arnold for being selected as the MAHPERD Health Educator of the Year!

4. Health Services. Vicki Taliaferro, Chair. (Report submitted by Donna Mazyck)

School Health Services Guidelines: The committee has worked on many guidelines this year; some are new and others are revisions of existing guidelines. The following guidelines are out for review by school health services supervisors and experts in specific fields: (New): Delegation. (Revisions): Diabetes, DNR, Documentation, Role of School Health Staff, Medication Administration, Retention of Records, Vision and Hearing Screening.

Lead Issues: Vicki Taliaferro presented the results of the feedback from school health services supervisors on the Blood Lead Testing Certificate program last school year to the Lead Commission. Currently, school systems are being surveyed regarding their policies for managing problems of lead in water.

School Based Health Centers (SBHC) Standards: Vicki Taliaferro is coordinating a workgroup from the SBHC Policy Advisory Council that is developing standards for school based health centers.

Statewide Forms: MSDE health services specialists and the DHMH medical consultant for school and adolescent health have developed state forms for medications and one for diabetes management.

MARYLAND STATE SCHOOL HEALTH COUNCIL
EXECUTIVE BOARD MEETING
MINUTES: March 17, 2004

3-17-04

Welcome and Call to Order: The meeting was called to order by Council Chair, Michele Prumo, R.N., M.S., at the Cecil County Health Department, Elkton, Maryland. (This meeting was held following the Upper Shore Regional Meeting which began at 11:00 a.m. and lunch.) Everyone was welcomed, and any participants who had not introduced themselves at the earlier meeting were invited to do so.

Minutes: The Minutes of the Executive Board Meeting of February 18, 2004, were accepted as distributed. (Note: Bottom of page 1, correct spelling: Lloyd Kolbe)

(OLD BUSINESS) Review of Video and Manual: Guest, Beth Marshall, introduced the Comprehensive School Health Services Video which was produced for Baltimore City, but is applicable to other Maryland jurisdictions. A copy of the video was presented to a representative from each of the Upper Shore counties, along with the manual concerning school health councils which was produced by the American Cancer Society. Each Maryland jurisdiction will be presented with the same. In addition, the PTA councils in each jurisdiction will be provided with the materials including discussion points and the MSSHC logo.

Treasurer's Report: Treasurer, Betsy Gallun, reported a balance of \$15,548.70.

Maryland Healthy Schools Coalition Report: Sherry McCammon, Co-Chair. Distributed to all and filed with Minutes: Coalition Information sheet, Membership Form, and Bylaws.

Meeting held on 2-27-04, at the American Cancer Society's office, Gambrills, Anne Arundel County, to generate dialogue about YRBS, provide update on YRBS bill- HB358, and to discuss future issues to be addressed. Twenty-six people attended, representing local schools, boards of education, and health departments, as well as State Dept. of Education, State Dept. of Health, Am. Cancer Soc., and Am. Heart Assn. Info. on Advocacy was presented; membership update was provided. New coalition fact sheet and updated bylaws were distributed. The coalition also tried to recruit new members to the Board. A treasurer is needed.

Membership: Mailing was sent at the end of January to all members to update membership. Seventy-two members out of 550 responded. Forty-four were 'return to sender'. A few asked that their names be removed. Updating membership database will serve as an Advocacy Network.

Coalition Fact Sheet has been created, and Bylaws have been updated.

Website needs to be updated – will work with webmaster.

Update on YRBS- House Bill 358: On 3-15-04, bill passed House Ways and Means Committee with amendments. On 3-16-04, House passed the bill with amendments. Next step is to wait for a hearing date in the Senate.

Next General Meeting will be held sometime this spring.

School Health Interdisciplinary Program: Vicki Taliaferro announced the August 2 – 6, 2004, program and, by way of video, introduced one of the Keynote speakers, Erin Gruwell, a teacher, well known for her "Freedom Writers" program. Continuing Education Credits are available for many disciplines; we can register online.

Announcements: Michele Prumo thanked Cecil County for their hospitality for the Upper Shore Regional Meeting and the Executive Board Meeting. She expressed appreciation to each of the counties in that region for their presentations. She emphasized that MSSHC is available to assist the jurisdictions, and we want our website to be useful throughout the State.

Included in the meeting packet: MSSHC Roster, revised letterhead, and fact sheets.

OLD BUSINESS:

(See item above.)

Review of Overweight and Obesity Fact Sheet for Website: Erin Appel for Ellen Bosley.

Draft III was distributed; we are to read it and return comments to Michele who will relay them to Ellen.

Discussion included HB 309 to bring coalitions and programs together and the favorable results for Pinsky's Senate Bill on vending machines.

NEW BUSINESS:

Lower Shore Regional Meeting will be on May 19, 2004. Maura Rossman will plan who will host it.

Executive Board Meeting will be April 21, 2004, at Greenwood in Towson. Michele reminded us that this is a public meeting, and all are invited.

COMMITTEE REPORTS:

1. Family & Community Partners. Maria Teresa Schaeffer, Chair.

2. Food and Nutrition Programs. Ellen Bosley, Chair.

The MSDE-sponsored 2004 Professional Development Conference, "Stepping Up to Better Health", will be held on March 24, 2004, at Shady Grove Conference Center, Rockville, MD. Brochure, Schedule and Registration Form were distributed.

3. Health Education. Barbara Sullivan, Chair.

4. Health Services. Vicki Taliaferro, Chair.

5. Local School Health Councils. Maura Rossman, Chair.

Thank you for the lists; please give feedback.

6. Physical Education. Linda Coons, Chair.

7. Program. Mary Keene, Chair.

The 2004 Fall Conference will be planned.

8. Public Relations / Awards. Eric Fine, Chair.

(Committee Reports, continued)

9. School Environment. Susan Kelly, Chair.

10. Staff Wellness. Karen Heinrich, Chair.

The people in the Regions are invited to contact Karen concerning staff wellness.

11. Student Services. Louise Fink, Chair.

12. Nominating.

Michele Prumo announced that those who are interested in serving on the Executive Board as an officer or committee member are invited to contact her.

The Chair adjourned the meeting at 2:10 p.m.

Attendance 3-17-04:

Teresa Albright	Dr. Virginia Bailey	Charlene Barto	Nora Becker	Carolyn Castelow
Norma Dempsey	Sharon Doughty	Ray Fenner	Eric Fine, M.D.	Kathleen Foster
Betsy Gallun	Nancy Hardy	Karen Heinrich	Marge Hoffmaster	Mary Keene
Susan Kelly	Mardel Knight	Judy Lewis	Helen Monk	Gail Phillips
Carole Pinckney	Michele Prumo	Sue Reiman	Maura Rossman	Rob Schmidt
Step Mika	Barbara Sullivan	Vicki Taliaferro	Gail Vecci	Melissa Weyl
Laura Young	Joe Millward	Margaret Kaufman	Sue Strobel	Pat Balducci
Steph Garrity	Sara Smith	Donna Behrens	Erin Appel	Charles Smyser
Jane Hendrickson				

Respectfully submitted,

Teresa M. Albright
Teresa M. Albright, B.S., M.Ed., Secretary

MSSHC Executive Board Meeting - March 17, 2004

<u>Last</u>	<u>First</u>	<u>County</u>	<u>Sort</u>
Albright	Teresa	Maryland State Teachers Association	
✓ Bailey	Dr. Virginia	Cecil County Health Officer	
Barto	Charlene	Talbot County Public Schools	
✓ Becker	Nora	Kent County Health Department	
Castelow	Carolyn	Cecil County D.S.S.	
✓ Dempsey	Norma	Cecil County Health Department	
✓ Doughty	Sharon	Health Dept. Rep. - Southern Region	
✓ Fenner	Ray	Kent County Public Schools	
✓ Fine, M.D.	Eric	Baltimore County Department of Health	
Foster	Kathleen	Talbot County Health Department	
✓ Gallun	Betsy	Maryland State Department of Education	
✓ Hardy	Nancy	Cecil Partnerships for Child., Youth, & Families	
✓ Heinrich	Karen	Baltimore County Public Schools	
Hoffmaster	Marge	Carroll County Public Schools	
✓ Keene	Mary	Baltimore County Public Schools	
✓ Kelly	Susan	Dept. of Health & Mental Hygiene	
Knight	Mardel	MDE/ARMA	
✓ Lewis	Judy	Talbot County Health Department	
Monk	Helen	Frederick County Public Schools	
✓ Phillips,	Gail	Talbot County Public Schools	
✓ Pinckney	Carole	Prince George's County Public Schools	CALL Dr. Perry ASAP
✓ Prumo	Michele	Baltimore County Public Schools	
Reiman	Sue	Harford County Public Schools	
✓ Rossman	Maura	Baltimore City Health Department	
✓ Schmidt	Rob	Talbot County Public Schools	
✓ Mika Smysler	STED Ghuck	Cecil County Health Department Public School	
✓ Sullivan	Barbara	Baltimore County Public Schools	
✓ Taliaferro	Vicki	Maryland State Department of Education	
✓ Tacci	Gail	Kent County Health Department	
✓ Weyl	Melissa	Cecil County	
✓ Young	Laura	Cecil Co.	
Millward	Joe	Cecil County	
Kaufman	Margaret	Queen Anne's Co Health Dept	

CECIL COUNTY HEALTH DEPARTMENT VISITOR LOG

DATE: 03/17/04

STATE MEETING

NAME	PURPOSE OF VISIT	TIME IN	TIME OUT
Norma Dempson	Child Health	8 AM	4:30
Triv. M. Fine	MSSHHC	10:30	
Maura Rossman	MSSHHC	11	
Karen Heimel	MSSHHC	11	
Sara Smith	Cecil MSSHHC	8	4:30
Julia Lewis	MSSHHC	11	
Chris Phillips	TALBOT-MSSHHC	11:00	
Debbie Self	TCPS	11:00	
Anna Kelly	Kent Co Prevention	11	
Sylvia	Cecil Co. Health Dept		
Charlene Paul	Talbot County OS	11:30	
Heidi Monk	Frederick Co	11 AM	
Susan Reiman	NCPS	11:10	
Donna Bickers	GOCIF	11:25	
Vicki Takiferos	MSDE	11:25	
Barb Sullivan	MSSHHC	11:30	
Erin Appel	Coalition for a healthy America	11:30	
Nichelle Russo	MSSHHC	12:00	

CECIL COUNTY HEALTH DEPARTMENT VISITOR LOG

DATE: 03/17/04

STATE MEETING

NAME	PURPOSE OF VISIT	TIME IN	TIME OUT
Laura Young	State School Health Council	10:00	
Step Miha	" " "	10:00	
Mary Keene	"	10:00	
Margaret Kaufman	School Health Council	10:30	
Melissa Wynn	"	10:35	
Ray Ferrell	School Health Council	10:35	
Carole P. Carey	School Health Council - ^{Southern} Region	10:45	
Shawn Doughty	" " "	10:45	
SUE STROBEL	SCHOOL HEALTH COUNCIL	10:45	
Coil Vucci	"	10:50	
Betsy Gallun	"	10:50	
CHARLES SMYSER	SCHOOL HEALTH COUNCIL	10:55	
TERESA M ALBRIGHT	IND ST SCHOOL Health Council	10:55	
Nancy Skyles	Cecil Antisepsis	10:55	
Jack Hendrickson	Cecil County P.S. Food + Nut Dep	10:55	
Joe McKeown	Cecil Count, P. Schools	10:55	
Pat Brown	HU + I	11:00	
Susan Kelly	Health	11:00	
GWYN BAILEY	CCHD		