

Minutes  
of the  
SFUSD Student Nutrition and Physical Activity Committee meeting  
Thursday, May 8, 2008

**Present:** Meyla Ruwin, meeting chair; Dana Woldow, committee co-chair; Members: Libby Albert, Laura Brainin-Rodriguez, Karen Gehrman, Caroline Grannan, Paula Jones, Colleen Kavanagh, Loretta Lee, Ed Wilkins, Deena Zacharin.  
Guests: Mark Elkin, Victoria Li, Esperanza Pallana, Nancy Waymack.

Meyla Ruwin called the meeting to order at 4:05 p.m.

1. Roll call/instructions were done.
2. Minutes of the March 13, 2008, meeting were approved.
3. **Brown Act presentation:** SFUSD counsel Victoria Li presented information on the Brown Act. She has reviewed SNPA Committee practices and found no violations. She identified some areas to clarify to avoid ambiguity and has made some revisions to the committee structure. She noted that a working group must comply with the Brown Act if a majority of its members are SNPA Committee members. Some further points she made:
  - The full agenda package does not need to be delivered prior to the meeting.
  - The committee cannot act on items that don't appear on the posted agenda.
  - Members of the public may comment on any item within the committee's jurisdiction – they are not limited to items on the posted agenda.
  - She cautioned about “serial meetings,” in which two or more members communicate with each other and then later discuss the topic with further members.
4. **Wellness Policy update:** Due to time concerns, item 7 on the agenda was moved up. SFUSD Director of Policy and Resource Management Nancy Waymack discussed some issues. There has been resistance to extending the policy to administrative offices, as staff feel they should have access to caffeine. The superintendent's cabinet members request that the annual allowable number of student-run food sales in high schools be kept at four rather than reduced, and that the allowable time for after-school food sales in high schools be 5 p.m. rather than 5:30 p.m. The superintendent's cabinet also requested that policy be separated from regulation in the format, and that the policy material be kept from becoming excessive.

5. **Committee structure:** There was discussion of the revised language proposed by Vicki Li, and requests for clarification and details. Meyla pointed out that the meeting was running out of time. She asked that any members with further requests for revisions send her the proposed language. It was requested that an evaluation of the purpose of the committee be placed on a future agenda.
6. **Draft of Vision Statement/marketing consultant:** Colleen said she would defer discussing the Vision Statement. She presented suggestions from a marketing consultant who offered advice pro bono on outreach regarding returning meal applications. A motion was made that Colleen and the consultant work directly with Ed on meal application outreach; MSP.

Meyla noted that the meeting was out of time and asked whether an additional meeting should be scheduled before the end of the school year to address the unfinished Vision Statement item, or whether a subcommittee should take it on.

It was proposed that another meeting be scheduled to finish the agenda, completing Item 4 (Committee Structure), and addressing item 6 (Vision Statement) and the purpose of the committee. **The next meeting was set for Friday, June 6, from 3:30-5 p.m. and will be held at the office of the School Health Programs Department, 1515 Quintara, room 4.** The meeting was adjourned at 5:05 p.m.