

Record of Discussion

Joint Consortium for School Health

February 09, 2012

Co-Chair: Sterling Carruthers (PE)

Participants	Jurisdiction
Gail Diachuk	AB
Jennifer Munro-Galloway	ON
Marlien McKay	NB
Dwayne Provo	NS
Sterling Carruthers	PE
Ellen Coady	NL
Stacey Burnard	YK
Vijeetha Raviraj	PHAC
Secretariat	
Jo-Ellen Sterling	JCSH Secretariat
Regrets	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Sanja Ristic	BC
Scott Beddall	
Flo Woods	SK
Kyla Christiansen	
Andrea Lamboo-Miln	MB
Paul Paquin	
Carol Ann Cotter	NL
Robert Leaman	

Lorna Arsenault	YT
Tom Aikman	NT
Jennifer Wakegijig Charlotte Borg	NU
Louise Aubrey	PHAC

Record of Discussion

1. Welcome and Roll Call

The PE co-chair welcomed everyone to the meeting.

2. Review and Approval of Agenda

The Agenda was approved with one change: time was allotted before Item #3 to discuss the February 29th meeting of the Federal Provincial Territorial Group on Nutrition (FPTGN).

**** ITEM ADDITION: Update on the February 29th meeting of the FPTGN****

The Committee discussed who was planning on attending the FPTGN meeting to be held in Ottawa, ON on February 29th. Given that many School Health Coordinators were not on the call, it was suggested that the Secretariat conduct a follow up with School Health Coordinators via email to confirm what School Health Coordinators and/or jurisdictions will be attending the meeting, and to circulate the list back to the Committee.

ACTION: JCSH Secretariat to conduct a follow up with School Health Coordinators via email to confirm what School Health Coordinators and/or jurisdictions will be attending the meeting, and to circulate the list back to the Committee.

School Health Coordinators also inquired as to whether anyone from the JCSH Secretariat would be attending the meeting, and whether there was still any time/ability to influence the meeting agenda such that it better allows for the education perspective.

ACTION: Manager, Partnerships and Initiatives to confirm with Executive Director regarding whether anyone from the Secretariat will be attending the meeting.

ACTION: JCSH Secretariat to determine whether the agenda can be revisited.

3. Approval of Record of Discussion from December 08, 2011 teleconference

The December 08 2011 Record of Discussion was approved without changes.

4. Review of Requests from the Secretariat

The Manager, Partnerships and Initiatives reviewed a number of recent and upcoming requests from the Secretariat that require input from the SHCC, including:

- the call for 2011/2012 Annual Report submissions;
- updates to the Healthy Weights Environmental Scan;
- the opportunity to identify panelists to speak at the Healthy Weights Summit (February 27th, Ottawa, ON);
- the opportunity to identify panelists to speak at the National Symposium on Child and Youth Mental Health (May 31st-June 1st, Calgary, AB);
- the need for SHCC representative(s) on the Communications Strategy Sub-Committee;
- the opportunity to provide input on the YE CLASP Phase II Proposal; and
- the opportunity to suggest participants at an upcoming meeting on implementing school-based physical activity models (March 1-2, Victoria, BC).

Discussion:

- The Committee agreed that the Communications Strategy Sub-Committee would benefit from a mix of jurisdictions, as well as a mix of members at the Management Committee and SHCC level.
- The NB SHC volunteered to sit on the Communications Strategy Sub-Committee. Additional members are still welcome.
- Regarding the upcoming meeting on implementing school-based physical activity models: Committee members requested that the original email from Karen Strange be forwarded to them, including a message from the Secretariat highlighting the fact that suggested meeting participants from YE CLASP jurisdictions (BC, AB, MB, ON, NB, PE, NL) will be eligible for funding and should contact their local YE CLASP team, while noting that representatives from non-YE CLASP jurisdictions who wish to attend should contact the JCSH Secretariat, who will explore possibilities with the BC Youth Excel team.

ACTION: Manager, Partnerships and Initiatives to forward the original email from Karen Strange to the SHCC, and to outline the process for potential meeting participants from both YE CLASP jurisdictions, as well as from non-YE CLASP jurisdictions.

5. Secretariat Update

The Manager, Partnerships and Initiatives provided a brief update on recent and upcoming business of the Secretariat: the recent Strategic Planning session of the Management Committee and the SHCC (Toronto, ON); booth, poster presentation and panel participation at the Chronic Disease Prevention Alliance of Canada (CDPAC) conference (Ottawa, ON); booth and presentation at Shaping The Future (Kananaskis, AB); and a presentation at the upcoming national Mental Health Summit (Winnipeg, MB).

6. For Information: Project-Specific Updates

The Manager, Partnerships and Initiatives provided a general update on the following:

- *2009/2010 national report of the Health Behaviour in School-aged Children Survey*

Discussion:

- PHAC informed the SHCC that the national report is scheduled for release on February 15.
- A question was raised regarding whether there is any significance behind the fact that this release date coincides with the February 15-16 Mental Health Summit, particularly given that the focus of the HBSC national report is on mental health.
- It was noted that during a February 2nd call with PHAC focused on the release of the HBSC national report, School Health Coordinators had been informed they would receive five days' notice in advance of the report's release. As such, they inquired as to when official notice regarding the report's release would come from PHAC.
- As also committed to at the February 2nd call, a Common Briefing Note (CBN) regarding the national report to provide common messaging to all JCSH jurisdictions was to be developed by the JCSH Secretariat and PHAC. It was noted that it would be helpful for School Health Coordinators to have this CBN as soon as possible.

ACTION: Manager, Partnerships and Initiatives to confirm the following with PHAC:

- whether there is any significance behind the release date of the national report and the timing of the National Mental Health Summit;
- when official notice of the report's release will come from PHAC; and
- the status of the CBN regarding the release of the national report (to be forwarded to School Health Coordinators by the JCSH Secretariat once approved).

- *Next Steps from the 2011 National Forum on Youth Health ("Catching the Jellyfish")*

The Manager, Partnerships and Initiatives provided an update on the status of the Forum Report and next steps.

- *Positive Mental Health Toolkit*

The Manager, Partnerships and Initiatives provided an update on the status of the Positive Mental Health Toolkit. Final tweaks are being made to both on-line and off-line versions, and will be sent to School Health Coordinators upon completion.

Discussion:

- It was confirmed that, it being a dynamic resource, there will still be an opportunity for School Health Coordinators to suggest further changes to the toolkit upon receipt of the next version.
- The JCSH Secretariat should give consideration to a promotional piece for potential toolkit users regarding how it could be of benefit/assistance.
- In NB, a facilitator guide for the toolkit will be developed, and links between the toolkit and other jurisdictional initiatives/strategies/etc. will be showcased. This work might be leveraged by the JCSH.
- The JCSH might also leverage work that is intended to take place in BC upon release of the toolkit (e.g. “Train The Trainer”).

ACTION: JCSH Secretariat to initiate work on a promotional piece for the PMH Toolkit.

7. School Health Coordinators’ Committee Spring Face-to-Face Meeting

- No location preferences were expressed, and no issues were raised around location optics.

ACTION: JCSH Secretariat to confirm a location by end of next week and to circulate a draft agenda.

8. Emerging Trends, Opportunities, and Challenges

See item added above regarding FPTGN meeting.

9. Review of Action Items Table

The Action Items table was reviewed.

10. Next Meetings

- **March 08 2012 (teleconference)**
- **April 18-19 2012 (Spring Face-to-Face)**

11. Adjournment

Record of Discussion
Joint Consortium for School Health
March 08 2012

Co-Chairs: Carol Ann Cotter (NL), Sterling Carruthers (PE)

Participants	Jurisdiction
Sanja Ristic Scott Beddall Lauren Wallace	BC
Gail Diachuk	AB
Kyla Christiansen	SK
Andrea Lamboo-Miln Paul Paquin	MB
Jennifer Munro-Galloway	ON
Dwayne Provo	NS
Sterling Carruthers	PE
Carol Ann Cotter	NL
Michelle Doucette-Issaluk	NU
Tom Aikman	NT
Louise Aubrey + Vijeetha Raviraj	PHAC
Secretariat	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Jo-Ellen Sterling	JCSH Secretariat
Regrets	
Flo Woods	SK

Marlien McKay	NB
Robert Leaman Ellen Coady	NL
Charlotte Borg	NU
Stacey Burnard	YT

Record of Discussion

12. Welcome and Roll Call

The co-chairs welcomed everyone to the meeting.

13. Review and Approval of Agenda

The Agenda was approved without change.

14. Approval of Record of Discussion from February 09 2012 teleconference

The February 09 2012 Record of Discussion was approved without changes.

15. Review of Secretariat Update

It was agreed by the meeting that, as per the suggestion from the Executive Director, the written Secretariat Updates will now be sent to the Management Committee members. The Executive Director will send out the Updates.

16. Federal Provincial Territorial Group on Nutrition (FPTGN)

The Manager, Cross Sector Engagement, introduced an overview of the one-day face-to-face meeting of the Federal Provincial Territorial Group on Nutrition (FPTGN) Working Group and the JCSH representatives, held in Ottawa on February 29. As noted in the Secretariat Update, this was seen as a positive event for both groups. In particular, as noted by the School Health Coordinators on the call – Kyla (SK), Dwayne (NS), Louise (PHAC), Sanja (BC), and Lorna (YK) – there were a number of take-away pieces from the day that the JCSH attendees felt were beneficial:

- It was helpful for the FPTGN members to learn what is already being done in the area of school nutrition guidelines and implementation of policies in the jurisdictions;
- There is a need for more conversations between JCSH and FPTGN;
- It was instructive to bring the language of Health and Education that JCSH members use frequently and with which they are comfortable to a different table where a word such as 'Education' needs explanation and definition.
- Using the Comprehensive School Health framework as the lens with which to view school food guidelines and best-fit criteria was very helpful to the Health sector attendees.
- The JCSH who attended appreciated the willingness of the FPTGN members to listen and understand the challenges in working with guidelines and policies in schools.

- Recommendations from the day include:
 - using the Comprehensive School Health pillars to frame the school nutrition work;
 - working with FPTGN around the Healthy Eating piece of the Healthy School Planner;
 - developing a Healthy Eating Toolkit, in the manner of the Positive Mental Health Toolkit; the FPTGN could be engaged in this work.

17. Health Behaviour in School-aged Children -- knowledge exchange

The PHAC representative provided an update on the dissemination and knowledge exchange since the release last month of the National Report of the 2010 Health Behaviour in School-aged Children survey. Among the work currently underway:

- A technical briefing will be held with the researchers in Ottawa in May.
- A youth engagement day is being organized through The Students' Commission of Canada, during the annual Unite and Ignite Conference in Ottawa March 22-25.
- A set of six fact sheets are being developed by a team from the Centre for Education Research at the University of PEI. Two of the six fact sheets have been shared with school health coordinators before this call; the others will be sent out tomorrow. Vijeetha will organize a conference call for any school health coordinators who would like to provide feedback verbally; comments and suggestions by email are also welcome.

Discussion:

Other dissemination activities currently being held:

- Participants at the NL HBSC Roundtable expressed an interest in activity sheets/lesson plans being developed to share with teachers interested in using the HBSC data in the classroom setting.

18. Positive Mental Health Toolkit

The Manager, Partnerships and Initiatives, commented that the JCSH Secretariat has been showcasing the Toolkit at conferences and meetings over the past couple of months, to enthusiastic response. She asked School Health Coordinators how the Secretariat can assist them in dissemination of the toolkit: Briefing Note? Presentation Deck?

Discussion:

- The MB SHC noted that the Toolkit was very well received at the Mental Health Summit held in that province in February. Indeed, as a result of this presentation, the Executive Director has been invited to present on JCSH and on the Toolkit to the MB School Board Association Forum April 27. MB wants to contextualize the Toolkit for its province.
- A Briefing Note and Presentation Deck would be useful to School Health Coordinators. Many will use the electronic version, which will have a link on the JCSH website and potentially jurisdictional sites. A domain name has not been finalized.
- Other promotional materials may include a postcard, in electronic and/or hard copy format, identifying the features and web access link for the Toolkit.
- The French version will be available by May 01.
- Those looking to download the Toolkit have had no problems doing so.

Action: Manager Partnerships and Initiatives will send School Health Coordinators a sample postcard as an example of one that could be printed and/or shared electronically to assist with promotion of the PMH Toolkit.

Action: School Health Coordinators are encouraged to send ideas for a snappy PMH Toolkit domain name to Manager Partnerships and Initiatives.

19. Healthy School Planner

The Manager, Partnerships and Initiatives, indicated that the Healthy School Planner is on schedule for a full revised roll-out in September 2012. NL, AB, and SK have invested a considerable amount of time in refining and piloting the foundational module and express modules on physical activity and tobacco through the feedback consultations in those provinces: thanks to everyone involved in this part of the work. The KT grant from CIHR (Canadian Institutes of Health Research) is funding a study around how dissemination of the Planner might be improved. More details on the revision process can be found in the Secretariat Update.

Action: Manager, Partnerships and Initiatives will follow up with SHCs via email regarding their possible assistance with final phases of the Healthy School Planner revisions process.

20. Annual Report 2011-2012

The Manager, Cross Sector Engagement, reminded the School Health Coordinators of the approaching deadline to have jurisdictional submissions to her for this year's Annual Report. She and the Executive Director stressed the importance of meeting the deadlines: because a draft version is to be shared with Management Committee around the date of the MC spring face-to-face meeting; and because JCSH has an accountability requirement that the Annual Report maintain the completion date each year of July 31.

The photos are an important part of each Annual Report. The Manager, Cross Sector Engagement, urged School Health Coordinators to gather photos from the jurisdictions and submit them for inclusion in this year's report. She will work with the graphics designer to have at least one photo placed by the jurisdictional submission.

It is recommended that School Health Coordinators send in draft versions of the submissions – before obtaining approvals and sign-offs – so that any editorial suggestions/feedback can be incorporated; then, the approval will be the final stage.

Action: School Health Coordinators are encouraged to provide cover design and colour suggestions to the Secretariat.

Action: Manager Cross Sector Strategic Engagement will send out further photo size requirements to SHCs to ensure jurisdictions are represented fully in this year's Annual Report.

21. April SHCC Face-to-Face

The Executive Director provided an overview of the agenda and plans for the spring face-to-face meeting of the SHCC. The objective will be to take draft versions of the 2012-2015 Operating Plan and 2012-2013 SHCC Work Plan and come out of the meeting with a more finished draft that can be presented during the Management Committee face-to-face meeting in May.

The JCSH has the opportunity to engage Carol Gabanna who facilitated the January Strategic Planning meeting. The budget for her work in April has already been covered in the Strategic Planning budget because she was to have been accompanied by a colleague who was unable to attend.

Decision:

Carol Gabanna will be invited to facilitate the April SHCC face-to-face meeting.

Action: The Executive Director will invite Carol Gabanna to facilitate the April face-to-face meeting in Halifax April 18 and 19.

22. Emerging Trends, Opportunities, and Challenges

A. Nova Scotia changes

Dwayne Provo, who has been the School Health Coordinator for NS since JCSH's first year, has taken a temporary assignment as Regional Education Officer for the NS Department of Education. Consequently, he is leaving the SHC position. He thanked everyone for their work and friendship over the years. The group wished Dwayne well and said he would be missed.

B. Childhood and Adolescent Obesity Conference

The Executive Director advised this conference will be held in Halifax October 24-26. The pre-conference focuses on initiatives with a comprehensive school health impact. The conference will focus more broadly on strategies and solutions for childhood and adolescent obesity. Should JCSH submit one or more abstracts for this conference?

Action: The Secretariat will compile abstracts on the three topics that have been most often submitted for conferences in the recent past: (Supportive Environments for) Comprehensive School Health, Healthy School Planner, and Positive Mental Health (Toolkit). These will be shared with School Health Coordinators and a decision will be made on submission following further discussion/review of feedback.

C. Canadian Association of Principals (CAP) conference

The JCSH has been invited to present on the PMH Toolkit at the annual CAP conference, to be held this year in Montreal May 24-26. The Executive Director has been invited to present with Bill Tucker, Eastern Vice President, CAP.

D. Physical and Health Education (PHE) Canada conference

The Executive Director confirmed that JCSH will make one oral presentation on Comprehensive School Health at the PHE conference, in Halifax May 10-12. The Secretariat welcomes the opportunity to co-present with any school health coordinators who will be attending this conference and is interested

E. Invoice for JCSH fees

The Executive Director said that the Secretariat can send out the 2012-2013 invoice to any jurisdiction that prefers to have the invoice in advance of the fiscal year start, In general, the invoices will be sent out in early April.

F. Canadian Public Health Association (CPHA) Conference

The NL co-chair advised that she hopes to attend this conference in Edmonton June 11-14. The conference title is: Public Health in Canada: Creating and Sustaining Healthy Environments. The deadline for abstracts is past but the co-chair will send the conference link to those interested in attending.

G. Resources

The SK SHC reviewed a couple of resources that her jurisdiction finds problematic, in particular Kids in the Know and PHE Canada's Physical Health Literacy Checklist. She would like to hear from any other school health coordinator who has reviewed these resources and can share SK's concerns. She would also like to know if the Ministry of Social Services in any jurisdiction is endorsing the Kids in the Know resource.

For further discussion:

How can JCSH influence areas, such as critique of resources, which create a lot of work in each jurisdiction? Is there a way that JCSH can provide a critical eye?

23. Review of Action Items Table

The Action Items table was reviewed. Items noted in particular:

- The website is being consistently and regularly infected with malware because of its age. The Secretariat is working with the Communications Working Group and the webmaster on redesign; it is hoped that some mock-ups will be available to send around for feedback in the next few weeks.

- School Health Coordinators are reminded to share with the JCSH Secretariat the contacts they have with PHE Canada within their jurisdictions.

24. Next Meetings

- **April 18-19 (Face-to-face meeting, Halifax)**
- **May 10 2012 (teleconference)**
- **June 07 2012 (teleconference)**
- **July 12 2012 (teleconference – this or the August meeting may be waived)**

25. Adjournment

Record of Discussion
Joint Consortium for School Health
April 18-19, 2012

Co-Chairs: Sterling Carruthers (PE) and Carol Ann Cotter (NL)

Participants	Jurisdiction
Sanja Ristic	BC
Gail Diachuk	AB
Kyla Christiansen	SK
Andrea Lamboo Miln	MB
Jennifer Munro-Galloway	ON
Marlien McKay	NB
Nancy Taylor	NS
Sterling Carruthers	PE
Carol Ann Cotter	NL
Shannon Barnett-Aikman	NT
Charlotte Borg / Michelle Doucette Issaluk	NU
Louise Aubrey	PHAC
Secretariat	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Jo-Ellen Sterling	JCSH Secretariat



Regrets	
Lorna Arsenault/Stacey Burnard	YT

Facilitator: Carol Gabanna

Record of Discussion
- Day One -

26. Welcome and Roll Call

The co-chairs welcomed everyone to the meeting. To spur discussion, the facilitator had the meeting participants verbally identify something they were excited to be working on, as well as something with which they could use assistance. This generated discussion around the following topics, which were flagged as items for discussion at a future meeting(s) of the School Health Coordinators' Committee (SHCC):

- Building the evidence base around the Comprehensive School Health approach, regardless of topic / a research agenda and common evaluation framework.
- What more can the federal government do to assist in moving Comprehensive School Health forward (e.g. Federal Coordinating Committee on School Health)?
- In Ontario, the Toronto District School Board's movement toward public health clinics in schools.

ACTION: Secretariat to ensure that these items are on the agenda of future meetings of the SHCC.

27. Review and Approval of:

a. Agenda

It was requested that the following be flagged as "parking lot" items for discussion at the meeting (time permitting). It was agreed that should time not permit for their discussion, a future teleconference of the SHCC would provide the opportunity to discuss these items:

- Health Behaviour in School-aged Children (HBSC) Provincial/Territorial reports
- Wording and order of headings in the 2012 JCSH Annual Report
- PHE Canada (Health Promoting Schools Grants, etc.)
- Resources, and whether they are authorized/endorsed/recommended by JCSH
- JCSH Policy re: use of our name

b. March 08, 2012 Record of Discussion

The March 08, 2012 Record of Discussion was approved without changes.

28. Review of Action Items

The Action Items table was reviewed.

29. Update from the Secretariat

The Secretariat provided the following update:

2012 JCSH Annual Report

- As was the case last year, the meeting schedules of Deputy Ministers and Ministers of Health, as well as Deputy Ministers and Ministers of Education, will necessitate a paper-based approval process for the 2012 JCSH Annual Report.

Projects

- The French version of the Positive Mental Health Toolkit will be ready in early May; a promotional postcard for the Toolkit is under development.
- Work to revise the Healthy School Planner continues, with plans to re-launch the tool in mid-to-late September 2012.
- A JCSH Communications Strategy is under development with input from a working group including members of the Management Committee and the SHCC.

Upcoming Conferences

- In late April, the Executive Director, together with the Manitoba SHCC, will present the JCSH Positive Mental Health Toolkit to the Manitoba School Boards Association.
- *Physical and Health Education Canada's 2012 Conference (May 10-12, Halifax, NS):*
 - JCSH presentation on Comprehensive School Health
- *Canadian Association of Principals (CAP) Annual Conference (May 24-26, Montreal, QC):*
 - JCSH presentation on Positive Mental Health
- *3rd National Symposium on child and Youth Mental Health (May 30-June 1st, Calgary, AB):*
 - JCSH panel presentation on Positive Mental Health
 - JCSH poster presentation on Positive Mental Health

30. JCSH Operating Plan 2012-2015 + SHCC Work Plan 2012-2013

Prior to launching into work on the JCSH Operating Plan 2012-15 and the SHCC Work Plan 2012-13, the PE co-chair provided a brief overview of the JCSH Comprehensive School Health Framework.

Participants were then broken into small groups and asked to re-visit a list of "landscape issues" that, together with the Management Committee, they had identified at the January 2012 Strategic Planning session. In revisiting this list, School Health

Coordinators and members of the Secretariat prioritized the issues, and identified tangible actions within each of them that might fit into the JCSH Operating Plan 2012-15 and the SHCC Work Plan 2012-13. The groups then reconvened, and together, came up with a prioritized landscape issues list:

- CLASP II
- First Nations, Métis, and Inuit populations
- Cost containment and justification (of CSH) / evaluation
- Youth Engagement
- Positive Mental Health
- Core Indicators and Measures of Comprehensive School Health
- How to know whether Comprehensive School Health works in a given topic area

From here, the SHCC again worked in small groups to refine outcomes and targets within the draft Operating Plan and SHCC Work Plan, and to propose actions under these outcomes and targets for both the SHCC, as well as for the JCSH Secretariat.

31. Jurisdictional Highlights

- It was agreed that in the interest of time, this item was not necessary, with many jurisdictions having raised issues specific to their P/T during the roll call exercise under agenda item 1.

32. Day One Wrap-up: Identification of Outstanding Items

It was agreed that, to the extent possible, the “parking lot” items identified under item 2.a. would be re-visited at the beginning of Day Two.

Record of Discussion

- Day Two -

1. Welcome and Check-in

The co-chairs welcomed everyone to the meeting.

2. Review of Agenda Items

Time was allotted to discuss one of the “parking lot” items identified during Day One (i.e. the HBSC P/T reports).

Discussion

- BC has not yet released its provincial report.
- AB is not yet sharing its provincial report publicly, but is sharing it with partners internal to government, and will pay Queen’s for access to any provincial-level data that does not currently figure into it.
- SK has not released its provincial report, but John Freeman will soon be coming out to discuss the report in more depth. Together, the ministries of Health and Education, as well as the Saskatchewan Parks and Recreation Association, will then discuss the possibility of the report being made public.
- ON is re-crafting its provincial report such that it features a more conventional Executive Summary (as opposed to “Key Issues of Concern” and “Key Issues to Celebrate”).
- NL is still holding discussions regarding whether its provincial report will be released.
- In YK, the territorial report has been released, and there is no territorial/national comparison.
- NT is working to contextualize its territorial report prior to any release.
- The SHCC agreed that consistency in survey administration is critical, and that issues such as language, translation and interpretation cannot be overlooked.
- Citing the value of the HBSC study, some jurisdictions inquired as to whether anything can be done within their jurisdictions to support PHAC in the next HBSC cycle (and whether there might be a role for the JCSH in facilitating this). It was agreed that this point is worth raising with the Management Committee.

Action: Secretariat to raise with Management Committee the question of whether member jurisdictions can support PHAC regarding the next HBSC cycle.

Time did not permit for a discussion on the order/wording of the headings in the 2012 JCSH Annual Report, PHE Canada (Health Promoting Schools Grants, etc.), resources, and whether they are authorized/endorsed/recommended by JCSH, or the JCSH policy regarding use of our

name. This being the case, the Secretariat committed to adding these items to future meeting agendas of the SHCC.

Action: Secretariat to add these items to future meeting agendas of the SHCC.

3. JCSH Operating Plan 2012-2015 + SHCC Work Plan 2012-2013 (continued)

As on Day One, the SHCC continued to work to refine outcomes and targets within the draft JCSH Operating Plan and SHCC Work Plan, and to propose actions under these outcomes and targets for both the SHCC, as well as for the JCSH Secretariat.

It was agreed that the Secretariat will refine the latest iteration of the JCSH Operating Plan and SHCC Work Plan, and subsequently organize a teleconference (in the coming days) to allow for a final discussion of the document before bringing it to Management Committee for approval in May.

Action: Secretariat to refine the latest iteration of the JCSH Operating Plan and SHCC Work Plan.

Action: Secretariat to organize a teleconference in the coming days to allow for a final discussion of the JCSH Operating Plan and SHCC Work Plan before bringing them to Management Committee for approval in May.

4. Cross-Sector Engagement: Successes and Challenges

It was agreed that in the interest of time, this item be deferred to a future meeting.

5. Emerging Trends and Opportunities

It was agreed that in the interest of time, this item be deferred to a future meeting.

6. SHCC co-chair renewal

The PE co-chair thanked the NL co-chair for her time and dedication in co-chairing the SHCC over the course of the past two years. He then invited any SHCC members interested in exploring the role of co-chair to contact him for further discussion.

7. School Health Coordinators' update to Management Committee face-to-face meetings May 08 and 09, 2012.

The Secretariat, together with the facilitator, will meet with the Management Committee on May 08 and 09, 2012. Their primary objective will be to obtain approval of the 2012-15 JCSH Operating Plan, as well as the 2012-13 SHCC Work Plan.

8. Teleconferences 2012-2013

Upcoming teleconferences of the SHCC will be confirmed on the May 10, 2012 SHCC call. These meetings will serve as an opportunity to discuss in more depth a number of the items identified at this face-to-face meeting.

9. Wrap-up and Concluding Remarks

The co-chairs thanked the facilitator for a job well done, and thanked participants for their hard work and contributions to the JCSH Operating Plan and SHCC Work Plan.

10. Adjournment

Record of Discussion
School Health Coordinators' Committee
Joint Consortium for School Health
May 10 2012

Co-Chair: Carol Ann Cotter (NL)

Participants	Jurisdiction
Sanja Ristic	BC
Gail Diachuk	AB
Andrea Lamboo Miln Paul Paquin	MB
Marlien McKay	NB
Carol Ann Cotter Robert Leaman	NL
Charlotte Borg Michelle Doucette Issaluk	NU
Shannon Barnett-Aikman	NT
Lorna Arsenault Stacey Burnard	YT
Louise Aubrey	PHAC
Secretariat	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Jo-Ellen Sterling	JCSH Secretariat
Regrets	
Scott Beddall	BC



Joint Consortium for School Health

Governments Working Across the Health and Education Sectors

Flo Woods Kyla Christiansen	SK
Jennifer Munro-Galloway	ON
Heather Christian Ann Blackwood	NS
Sterling Carruthers	PE
Ellen Coady	NL

Record of Discussion

33. Welcome and Roll Call

The co-chair (NL) welcomed everyone to the meeting.

34. Review and Approval of Agenda

The Agenda was approved with additions to the Emerging Trends and Opportunities item.

35. Approval of Record of Discussion from April 18-19 2012 face-to-face meeting

The April 18-19 2012 Record of Discussion was approved without changes.

36. Review of Secretariat Update

The Executive Director presented a verbal Secretariat Update on this occasion, in light of the recent face-to-face meeting of the School Health Coordinators' Committee and the face-to-face meeting of the Management Committee earlier this week.

Upcoming conferences and workshops include:

(1) Physical and Health Education (PHE) Canada conference: *A Harbour of Hope: Health and Physical Literacy* May 10-12 in Halifax; the Executive Director and the Manager Partnerships and Initiatives will present on Comprehensive School Health.

(2) Canadian Association of Principals (CAP) Annual Conference and Board Meeting in Montreal, QC: the Executive Director will present to the CAP Executive and Board of Directors on the JCSH and the Comprehensive School Health Framework, and will also lead a presentation/workshop on the Positive Mental Health Toolkit in a break-out session with Conference participants.

(3) 3rd National Symposium on Child and Youth Mental Health in Calgary, AB May 30-June 01; the Executive Director will present on the Positive Mental Health Toolkit in a general plenary session, and she and the Manager Cross-Sector Engagement will also have a poster presentation on Positive Mental Health.

37. Management Committee May 08-09 2012 face-to-face meeting

The Executive Director provided an overview of the face-to-face meeting this week of Management Committee. She noted that all in attendance were very engaged, with small group and full meeting discussion and revision of the iteration of the 2012-2015 JCSH Operating Plan that came out of the School Health Coordinators' Committee face-to-face meeting in April.

Among the directions for discussion were additions to the Operating Plan to reflect attention and reinforcement of commitment to national priorities. It was also suggested that the Operating Plan include an item that would see the JCSH work to facilitate a face-to-face meeting of Management Committee level representatives from each of the Education and Health Ministries in each jurisdiction to ensure the collaborative focus from the senior management level.

The draft of the Operating Plan which emerged from the Management Committee face-to-face meeting will be circulated among the members of that table for further feedback and then shared with School Health Coordinators.

In other items at the face-to-face meeting, the Management Committee committed to the JCSH role in the Youth Excel CLASP Phase II proposal, requesting that student engagement at an authentic level and that a northern perspective be brought forward in the plans for the Youth Excel CLASP future work.

38. JCSH Operating Plan 2012-2015

The Executive Director advised that this item was covered in the item (#5) above. It is acknowledged that the 2012-2013 SHCC Work Plan and the 2012-2013 Secretariat Work Plan will be developed through the work of the finalized Operating Plan and that the two will be closely linked.

39. JCSH Communications Strategy

The Manager Cross-Sector Engagement advised that the Communications Working Group will have another teleconference to make final adjustments to the Communications Strategy.

Discussion:

- Key messages may benefit from further review.

<p>Action: Secretariat will send the latest version of the JCSH Communications Strategy to School Health Coordinators for review and feedback.</p>

40. Annual Report

The Manager, Cross Sector Engagement advised that there is interest in a discussion about the jurisdictional sections of the Annual Report and the guideline suggestions.

Discussion:

- Because the JCSH represents ministries of Education and Health, it makes sense that, in listing the three activity areas, Leadership is first, followed by either Knowledge Development or Capacity Building.
- The guidelines do not provide clear suggestions on whether an activity or initiative should be placed under Knowledge Development rather than Capacity Building, for example. It is recommended that changes be made to the guidelines to provide clearer examples.
- Is it a requirement that the introductory paragraph is intended to remain the same from year to year to ground the initiatives listed after?

Action: The Secretariat will do a review of guidelines for the Annual Report and provide findings to School Health Coordinators.

41. JCSH Website

The Manager, Cross Sector Engagement advised that the test version of the new website was shown to Management Committee members during the face-to-face meeting this week. The comments on the design and layout of the website were positive.

Action: School Health Coordinators are asked to provide feedback on the new website to the Secretariat.

42. Youth Excel CLASP II

The Executive Director provided an overview of the proposal process for Youth Excel CLASP Phase II. The completed proposal of the nine provincial partners and the four national partners – JCSH, Propel, PHE Canada, and the Canadian Association of Principals – is due to the funder, Canadian Partnership Against Cancer (CPAC), on June 04.

The Management Committee supports the involvement of JCSH in this next phase with two additions: that there be authentic on-the-ground engagement of youth and that the northern perspective be reflected, possibly by linking with researchers doing work in northern communities. In addition, other pieces from the JCSH proposal include a Core

Indicators and Measures (CIM) development on Comprehensive School Health and advocating that, to the extent possible, policy, practice, and research be represented in each partner jurisdiction.

Next steps include matching our funding with budget allocation, and obtaining the required letter of support from the Management Committee chair.

Discussion:

- There will be final constraints in moving all proposed initiatives forward, and initiatives will need to be prioritized.
- There is much cross-discipline alignment in the proposals from each of the partners.

Action: The Secretariat will send out the YE CLASP Phase II Proposal.

11. Positive Mental Health

The Manager, Partnerships and Initiatives discussed a recent request from a SHC regarding the possibility of conducting an environmental scan of provincial, regional, national, and international School and Community Mental Health initiatives, programs, and policies.

Discussion:

The challenge in conducting such scans, particularly a scan regarding school and community mental health initiatives/programs/policies, is in defining its scope.

Already, the JCSH has two resources that, with updating, could address this request to at least some extent:

- A Mental Resilience “Quick Scan” of activities and resources in Resilience/Positive Asset-Based Social Development in Canadian Schools (originally conducted in 2007; most recently revised in 2009) – <http://www.jcsh-cces.ca/upload/Mental%20Resilience%20Quick%20Scan%20March%202009.pdf>
- A scan and analysis of investigating the use of positive psychology themes in school health initiatives linked to provincial and territorial education department websites: “Investigating Positive Psychology Themes in School Health”

(conducted in 2008) -- <http://www.jcsh-cces.ca/upload/Positive%20Psychology%20in%20Schools%20April%202009.pdf>

There would be value in learning more about the work of UNESCO's work on "Education for Sustainable Development"), as well as UNICEF's "Rights Respecting Schools" initiative – in particular, any overlap with Positive Mental Health or the work of the JCSH in general, information regarding their efforts in data collection, resource provision, language used, etc.

<p>Action: Secretariat will look into the work of UNESCO and UNICEF and report back to School Health Coordinators.</p>

12. Federal Provincial Territorial Group on Nutrition

This item was set aside as the report on the face-to-face meeting of FPTGN representatives and JCSH representatives had not been sent to all School Health Coordinators.

13. Trends, Opportunities, and Challenges

C. AB Health Ministry Restructuring

The recent election has resulted in changes to the Ministry of Health, now known as Alberta Health rather than Health and Wellness. The ministry now includes three sections: Acute Care, Wellness, and Continuing Care. It is felt in the ministry that Wellness has been highlighted, rather than reduced in emphasis.

D. BC interest in training

In jurisdictions where personnel from other than Health and Education ministries (ex. BC Health Authorities) deliver Comprehensive School Health training, there is interest in further knowledge or self-assessment for these staff on Comprehensive School Health.

AB provides orientation to new Health Promotion Coordinators on Comprehensive School Health before they go into school districts. AB and BC will discuss further.

There is an Australian document that speaks to this issue.

Action: AB will locate a document addressing staff orientation around Comprehensive School Health / Health Promoting Schools and share this with School Health Coordinators.

Action: AB/NB will locate the Australian document that speaks to this issue and share with School Health Coordinators.

C. Research on Comprehensive School Health and First Nations on reserve

The Secretariat was approached by researcher Jennifer David who is working on a project through First Nations and Inuit Health Branch (FNIHB), Health Canada on Comprehensive School Health in a First Nations and Inuit setting.

Discussion:

- AB and NB have been contacted by another researcher, Wanda Brascoupe Peters, with this project.
- If jurisdictions are interested in providing their initiatives in CSH in a First Nations and Inuit perspective, they might then be able to obtain the final report from this project.

D. Face-to-face meetings attached to national conferences

It is suggested that a SHCC face-to-face meeting might be attached to a national conference, such as the PHE conference in Winnipeg October 2013.

14. Review of Action Items Table

The Action Items table was reviewed.

15. Next Meetings

- July 12, 2012 (*either this or the August teleconference may be withdrawn*)
- August 09, 2012
- September 13, 2012 (*depending on date of Face to Face*).



Joint Consortium for School Health
Governments Working Across the Health and Education Sectors

- October 11, 2012

16. Adjournment

Record of Discussion

School Health Coordinators' Committee

Joint Consortium for School Health: June 14 2012

Co-Chair: Sterling Carruthers (PE)

Participants	Jurisdiction
Scott Beddall Sanja Ristic	BC
Gail Diachuk	AB
Flo Woods	SK
Andrea Lamboo Miln	MB
Marlien McKay	NB
Michelle Doucette Issaluk	NU
Shannon Barnett-Aikman	NT
Lorna Arsenault	YT
Vijeetha Raviraj (for Louise Aubrey)	PHAC
Secretariat	
Susan Hornby	JCSH Secretariat
Jo-Ellen Craig	JCSH Secretariat
Regrets	
Kyla Christiansen	SK
Paul Paquin	MB
Jennifer Munro-Galloway	ON
Heather Christian Ann Blackwood	NS
Carol Ann Cotter Robert Leaman Ellen Coady	NL



Joint Consortium for School Health

Governments Working Across the Health and Education Sectors

Charlotte Borg	NU
Stacey Burnard	YT
Katherine Kelly	Executive Director

Record of Discussion

43. Welcome and Roll Call

The co-chair (PE) welcomed everyone to the meeting.

44. Review and Approval of Agenda

The Agenda was approved without changes.

45. Approval of Record of Discussion from May 10 2012 teleconference

The May 10 2012 Record of Discussion was approved.

There was discussion about the value of having a MC and/or SHCC meeting with representatives of both health and education from jurisdictions. It was recognized that this would be a challenge from a financial perspective.

46. Review of Secretariat Update

Communications: The final changes are being made to the draft Communications Strategy and will be circulated to members of the current Communications Working Group. It is anticipated that one final meeting of this group will take place to finalize changes to the Communications Strategy and conclude business for this particular group.

It is then anticipated that a new iteration of the Communications Working Group – possibly to be known as the Communications Committee -- will form, probably consisting of SHCC members with Secretariat support, to look at ongoing communications pieces such as the JCSH website and decisions around the newsletter.

<p>Action: SHCC members will be invited to participate in a Communications Committee to make decisions on the JCSH newsletter and on additions/changes to the website.</p>

Healthy School Planner: The Manager Partnerships and Initiatives advised that despite delays with both the healthy eating “express” module, as well as the healthy eating “detailed” module, the release of the revised Planner will not be held up (still set for late September or early October 2012). The rollout will be discussed in more detail during the June 19 teleconference of the Healthy School Planner Advisory Committee.

Positive Mental Health Toolkit: The Manager Partnerships and Initiatives advised the promotional postcard for the toolkit will be finalized with the addition of the latest feedback and then distributed. It was confirmed that the link to the French toolkit was sent out in early May.

Action: Manager Partnerships and Initiatives to contact School Health Coordinators regarding whether they would like printed versions of the PMH toolkit postcard and, if so, how many copies.

47. Federal Provincial Territorial Group on Nutrition

The School Health Coordinators engaged in a discussion on the points and recommendations provided in the report of the face-to-face meeting of JCSH representatives and FPTGN members in Ottawa in February 2012.

Discussion:

- A recommendation (page 12 of the report) that there be an FPTGN representative on the JCSH Working Group may be simply an inadvertent switch of the two groups.
- More clarification is required on the meaning of a formalized relationship between FPTGN and JCSH.
- There is a concern from School Health Coordinators that national criteria for food and beverages in schools will be a consequence of this work. This is not appropriate direction for schools, though it would be of benefit if directed to producers. However, this language is raised in a number of documents as criteria set for schools. There is other language noting that criteria are directed toward industry but the messaging must be provided to other tables involved in this work.
- There is considerable frustration, including in schools, over compliance with guidelines; schools are trying to be compliant but have, in some instances, failed on compliance issues when the letter of the guidelines do not match the spirit.
- The issue may provide an opportunity for JCSH to make a connection with Healthy People Healthy Communities.
- Healthy People Healthy Communities appears to be the appropriate group for discussion with JCSH on school foods and beverages. It is felt that an invitation to the Healthy People Healthy Communities co-chairs regarding a potential meeting with JCSH should be sent jointly by the Executive Director and the Chair of the Management Committee.

- The purpose of this joint meeting would be to clarify where schools see themselves vis a vis school food criteria and guidelines. Moreover, as it was noted that the recently released Sodium Report addresses criteria for schools, but not for food suppliers, a meeting with the Healthy People Healthy Communities group may also serve as a chance to begin the discussion around the opportunity to provide food suppliers with criteria on school foods and beverages.
- If a meeting of JCSH and Healthy People Healthy Communities is scheduled, it would be beneficial that a working group of School Health Coordinators be created to create common messaging around school food guidelines. Interest in participating on this working group has been stated by NB and SK (Woods).
- SHC's made the point that national school food guidelines are not an expectation for schools. There is benefit, from the JCSH perspective, of guidelines for industry but concern remains that messaging is being directed to schools.

Action: Secretariat will obtain clarification / correction from FPTGN on item in report regarding FPTGN representation on a JCSH working group on healthy eating and school health promotion.

Action: Secretariat will obtain clarification from FPTGN on item in report regarding a formal relationship between JCSH and FPTGN.

Action: Secretariat will explore the mechanisms involved in a request to Healthy People Healthy Communities for a dialogue on school food guidelines and, if a meeting is secured, will follow up with School Health Coordinators regarding their interest in formulating common messages in advance of this meeting.

48. "What is the impact of comprehensive school initiatives on obesity prevention?"

-- Pre-Conference session October 24, 2012 to "4th Conference on Recent Advances in the Prevention and Management of Childhood and Adolescent Obesity" (October 25-26, 2012) --
Halifax, NS.

(a) JCSH potential role in the pre-conference

The Manager Partnerships and Initiatives noted that JCSH has received an invitation to participate in this pre-conference. An earlier call for abstracts appeared to request jurisdiction-specific presentations and, thus, did not appear to be of direct applicability to JCSH as a collective, though applicable to individual jurisdictions. However, the Secretariat is advised that

there is now interest in a response from the JCSH as a collective and / or from individual JCSH jurisdictional members.

Discussion:

- This pre-conference may be an opportunity to provide a pan-Canadian perspective by the four national partners in the proposed Youth Excel CLASP II – JCSH; the Propel Centre for Population Health Impact, University of Waterloo; Physical and Health Education (PHE) Canada; and the Canadian Association of Principals.
- Topics of possible consideration for a JCSH presentation could include the new release of the Healthy School Planner and / or Positive Mental Health as a foundation of comprehensive school health. The Secretariat is open to additional suggestions from the JCSH membership.
- This pre-conference and/or conference may also be of interest to JCSH member jurisdictions and/or contacts in their networks. As such, the conference and pre-conference notice and call for abstracts will be re-circulated.

Action: The Secretariat will re-circulate the advance notice and call for abstracts for the Pre-Conference session “What is the impact of comprehensive school initiatives on obesity prevention” and the “4th Conference on Recent Advances in the Prevention and Management of Childhood and Adolescent Obesity”.

(b) Possible coordination of Pre-Conference with fall 2012 SHCC face-to-face meeting

Discussion:

- It is felt that there is benefit in combining a face-to-face meeting of SHCC with appropriate conferences.
- The Alberta School Board Association conference, also in October, is called “Time for a Student Health Revolution”. It is more jurisdiction-specific than the Halifax conference and pre-conference on obesity prevention; consequently, there seems to be less relevance for the School Health Coordinators to pair this with a face-to-face meeting. However, there may be a benefit to have attendance from the JCSH Secretariat.

Action: Secretariat will explore aligning the dates of SHCC face-to-face meeting with the October pre-conference and conference on obesity prevention.

Action: Secretariat will investigate the possibility of attending for the “Time for a Student Health Revolution” conference in Banff in October.

49. Health Behaviour in School-aged Children

The PHAC representative provided updates on both the discussions for the 2013-14 cycle planning, and the development of Fact Sheets on the findings from the 2009-10 cycle.

- (a) Regarding the 2013-14 survey cycle, the Public Health Agency of Canada is working towards this next survey based on a number of assumptions:
- That Queen's University will once again conduct the survey in 2013-14 and that there will again be provincial/territorial level samples;
 - That PHAC will again fund the data collection and survey findings dissemination;
 - That JCSH will continue to be a key partner to facilitate the link between the researchers and the provinces/territories;
 - That JCSH will continue to lead the work of the Research Advisory Committee.

- (b) The HBSC Fact Sheets were substantially revised following consultation with Queen's University.

The draft fact sheets were circulated to School Health Coordinators on June 13.

Formatting matters will not require feedback; any changes required will be completed during final editing.

Discussion:

- The planning team is open to new Research Advisory Committee members in the 2013-14 cycle. JCSH has had expressions of interest in participating on the team.
- Decisions on the 2013-14 cycle are anticipated in the next few weeks and should be able to be shared during the August School Health Coordinators' Committee and Management Committee teleconferences.

Action: School Health Coordinators are requested to provide feedback on the Fact Sheets to PHAC by June 22.

50. Comprehensive School Health Evidence Base

The NB member advised that the idea for an evidence base or Core Indicators and Measures (CIM) for comprehensive school health came from the recognition that while research is being conducted on specific components of comprehensive school health on specific topics, less research is being conducted on the approach itself as a framework for working comprehensively on school health.

Discussion:

- The CLASP II proposal does include a specific plan from JCSH to develop a CIM for comprehensive school health.
- It was mentioned that Kate Storey of University of Alberta was speaking about this issue to researchers during a recent conference (International Society of Behavioral Nutrition and Physical Activity (ISBNPA) in Texas. She is pursuing CIHR funding and it might be worth JCSH having a discussion with her. Donna Murnaghan of UPEI attended the same Texas conference.
- It is essential that any discussions by JCSH with researchers in a particular jurisdiction include that jurisdiction’s JCSH representatives.
- BC is looking at more broad evaluation of comprehensive school health.

Action: Secretariat will follow up with a discussion with Kate Storey on her work/plans for CSH framework/CIM.

Action: BC (Beddall) will share work in this jurisdiction on CSH evaluation when it is ready.

9. Emerging Trends, Opportunities, and Challenges

Environmental Scan – School Readiness for Health

SK (Woods) advised that she was sent the above-noted environmental scan from colleagues. It shows clearly how the education sector is trying to link more directly with health and school health issues. It discusses a number of school readiness issues.

Action: Secretariat will circulate link to the school readiness environmental scan.

Co-Chair SHCC

The co-chair (PE) reminded those in attendance that he has spoken with a few School Health Coordinators regarding the co-chair that will be vacant with the completion of NL’s (Cotter) term. It is hoped that the new co-chair will be in place in order to make the transition for September.

14. Review of Action Items Table

The Action Items table was reviewed.

15. Next Meetings

It was decided, as per customary practice, to cancel the July teleconference. The next School Health Coordinators' Committee teleconference will be held in August.

Action: Secretariat will send an email officially cancelling the July SHCC teleconference.

- August 09, 2012
- September 13, 2012 (*depending on date of Face to Face*).
- October 11, 2012(*depending on date of Face to Face*).

16. Adjournment

Record of Discussion

School Health Coordinators' Committee August 09 2012 Teleconference

Co-Chairs: Sterling Carruthers (PE); Carol Ann Cotter (NL)

Participants	Jurisdiction
Sanja Ristic	BC
Gail Diachuk	AB
Flo Woods Kyla Christiansen	SK
Andrea Lamboo Miln Paul Paquin	MB
Jennifer Munro-Galloway	ON
Marlien McKay	NB
Ann Blackwood	NS
Sterling Carruthers	PE
Carol Ann Cotter	NL
Louise Aubrey	PHAC
Secretariat	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Jo-Ellen Craig	JCSH Secretariat
Regrets	
Scott Beddall	BC
Heather Christian	NS
Robert Leaman Ellen Coady	NL
Charlotte Borg Michelle Doucette Issaluk	NU
Shannon Barnett-Aikman	NT
Stacey Burnard Lorna Arsenault	YT

Record of Discussion

51. Welcome and Roll Call

The co-chair (NL) welcomed everyone to the meeting.

52. Review and Approval of Agenda

The Agenda was approved without changes.

53. Approval of Record of Discussion from June 14 2012 teleconference

The June 14 2012 Record of Discussion was approved without changes.

54. Review of Secretariat Update

In addition to the written Secretariat Update, the Executive Director commented on the following items:

Canadian Association of Principals (CAP): The Executive Director, along with other CLASP 2 proposal national partner representatives, has received a tentative/initial email invitation to the meet with the CAP Executive and National Board in Ottawa November 11-12, 2012. Other details will be provided as they become available.

Communications: The draft Communications Strategy has been approved by the Communications Working Group and will be brought forward to Management Committee on the August 23 teleconference for review and approval. This concludes the business of the Communications Working Group. A new short-term Communications Committee will be struck to make decisions on additions to the public and private sides of the JCSH website and recommendation on the JCSH newsletter. It is anticipated that this new group will require no more than 3-4 meetings.

Action: SHCC members will be invited to participate in a Communications Committee to make decisions on the JCSH newsletter and on additions/changes to the website.

Federal Provincial Territorial Group on Nutrition (FPTGN): As a follow-up to the update on this item in the written Secretariat Update, the co-chair (NL) advised that the NL representative on the FPTGN shared with her with a briefing note about a meeting November 22 in Edmonton, AB of the FPTGN working group on school food options.

Discussion:

- The working group has been involved with efforts to have increased food choices for Canadian schools. Many food choices that do meet school food guidelines are from

American industry sources but cannot be placed in Canadian schools because labeling is not in French as well as English. Changes are required so that more food choices meeting school food guidelines will be available.

- In Ontario, efforts are underway to connect buyers and sellers so that food providers meeting the school food choices standards are connected with purchasers. There has been much collaboration between ON's Education and Health ministries around this with the goal of seeking the ideals in food choices.
- FPTGN is encouraging industry to not only meet current standards but also to strive for even greater improvements to healthy school food choices in future.
- The working group will consult with their jurisdictions, including school health coordinators, in advance of the November 22 meeting. School Health Coordinators are encouraged to request the briefing note that FPTGN has prepared.
- The purpose of the meeting on November 22 is a discussion between FPTGN and food industry representatives on food choices to be sold in schools.

55. Healthy School Planner

The Manager, Partnerships and Initiatives, provided a written update to School Health Coordinators. The update included information about the:

- a. Timeline: Revised HSP is on track for launch during the fall of 2012.
- b. Modules: Physical activity and tobacco are on track, healthy eating is waiting for completion of Core Indicators and Measures (CIM), and positive mental health will be accessible on the website.
- c. KTE Grant: A generic overview of findings from the AB and NL interviews will be prepared, including recommendations on the importance of champions in increasing HSP use.
- d. Data-use/sharing agreement: It is recommended that researchers outside a jurisdiction will need to complete a formal agreement. Researchers within the jurisdiction will be made known to the ministries / School Health Coordinators through a tracking process to be developed by Propel.

- e. Feedback reports: School districts and ministries of Education will receive rolled-up reports to guide planning and monitoring; the HSP website will include a note of these reports' availability.
- f. HSP Resource List: This needs to be updated and will be organized by jurisdictional level, pan-Canadian, and topic area.
- g. HSP/YSS: Propel has developed both the HSP and the Youth Smoking Survey; schools who complete YSS will be asked to participate in the HSP foundational and tobacco express modules if they have not already done so.

Discussion:

- Although use of the Planner may increase because of encouragement by YSS data collectors that school principals complete portions of the HSP, there are concerns about the process: specifically, schools/principals should not feel pressured to use the Planner.
- It was suggested that training of YSS data collectors reflect sensitivity to pressures on schools/principals.

Action: Manager, Partnerships and Initiatives, will note the need for timeline of within-jurisdiction request and add to next HSP Advisory Committee meeting.

Action: School Health Coordinators will provide their updated jurisdiction Resource Lists to the Manager, Partnerships and Initiatives, by September 05.

Action: The Executive Director will contact Steve Manske re training of YSS data collectors around HSP marketing to principals.

6. UNESCO / UNICEF Resources

The Manager, Partnerships and Initiatives, provided an overview of the two documents she developed on the work of UNESCO's Education for Sustainable Development (ESD) and UNICEF's Rights Respecting Schools (RSS) initiative. The work from ESD is very similar to the work on 21st Century Learning; the RSS work is akin to a Positive Mental Health perspective; and both are closely aligned to Comprehensive School Health and the work of the JCSH.

Discussion:

- The SK curriculum writers are exploring ESD and they use the Guide for Sustainable Development.

- The ESD work is a priority in MB – this province has been a leader in championing this work in Canada.
- UNESCO has committed to a sustainable development decade – this ends in 2014.

Action: The Manager, Partnerships and Initiatives, will circulate the MB curriculum guide to School Health Coordinators.

Action: The Manager, Partnerships and Initiatives, will reconfigure the ESD and RSS documents she prepared into 1-2 pagers and share it with SHC's.

7. Comprehensive School Health Frameworks

The Manager, Cross Sector Engagement, provided a short overview of various CSH frameworks listed on jurisdictional website. A discussion on initiatives that bring comprehensive school health actively into schools may be included as part of the face-to-face meeting this fall; there, some examples of Comprehensive School Health in jurisdictions could be discussed and the CSH framework can be expanded upon with real-world examples of the interplay of the pillars around topics.

In line with the CSH-in-practice examples, an overview of initial work on evaluation of CSH as a process and work leading to a Core Indicators and Measures (CIM) for CSH was discussed. The JCSH submitted a CIM for CSH as part of its submission on the CLASP II proposal, and the Secretariat has been in contact with Dr. Kate Storey on her research on CSH evaluation.

Action: The Manager, Cross Sector Engagement, will provide examples of CSH frameworks and request that School Health Coordinators bring real-world examples of CSH to the face-to-face meeting.

8. Education and Health Collaboration and Linkages

Work on a literature review and resources development of cross-sector engagement and collaborations has commenced. To this end, School Health Coordinators will be provided a series of questions in advance of the fall face-to-face meeting on what aspects of Health – Education collaboration have been working well, and whether there have been any changes in the structure, or the informal connections, between the two ministries within the jurisdiction in the past couple of years.

Action: The Manager, Cross Sector Engagement, will provide School Health Coordinators with a series of questions for discussion on jurisdictional cross-sector engagement in advance of the fall face-to-face meeting.

9. Emerging Trends and Opportunities

A. Health Behaviour in School-aged Children: A discussion concerning the next round of HBSC data collection (2013-2014) is planned for the Management Committee August 23 teleconference. A jurisdictional level update was deferred to a subsequent meeting.

10. Co-Chair

The co-chair (PE) advised the SHCC that this would be Carol Ann Cotter's last meeting in her position as co-chair. Carol Ann was thanked for her work and commitment as co-chair for the past two years.

The co-chair (PE) introduced Andrea Lamboo Miln (MB) as the co-chair for the next two years (2012-2014). He thanked Andrea for agreeing to take on this position and welcomed her to the role.

11. Review of Action Items

In addition to the regular review of the action items table, the School Health Coordinators were asked to check on any items that were assigned individually to them.

12. Next Meetings

The Executive Director provided an overview of the options for the fall SHCC face-to-face meeting. She advised that this will be discussed by Management Committee on August 23 but she would like to provide Management Committee with a recommended date.

The preferred option appears to be to align the SHCC face-to-face meeting with the Childhood and Adolescent Obesity Conference in Halifax October 24-26. The SHCC meeting would begin on Monday, October 22 at noon and conclude October 23 at end of day.

Teleconferences:

- September 13, 2012
- October 11, 2012 – possibly withdrawn and replaced by October 22-23 face-to-face
- November 08, 2012
- December 13, 2012



All meetings are teleconferences, unless specifically noted as face-to-face meeting. All teleconferences begin at 12:30 p.m. Eastern Time.

13. Adjournment

Record of Discussion

School Health Coordinators' Committee September 13 2012 Teleconference

Co-Chairs: Sterling Carruthers (PE); Andrea Lamboo Miln (MB)

Participants	Jurisdiction
Sanja Ristic	BC
Andrea Lamboo Miln	MB
Jennifer Munro-Galloway	ON
Sharon Young	NS
Sterling Carruthers	PE
Carol Ann Cotter	NL
Brianne Bremner	YK
Vijeetha Raviraj for Louise Aubrey	PHAC
Secretariat	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Jo-Ellen Craig	JCSH Secretariat
Regrets	
Scott Beddall	BC
Gail Diachuk	AB
Flo Woods	SK
Kyla Christiansen	
Paul Paquin	MB
Marlien McKay	NB
Robert Leaman	NL
Ellen Coady	
Charlotte Borg	NU
Michelle Doucette Issaluk	
Elaine Stewart	NT
Stacey Burnard	YT

Record of Discussion

56. Welcome and Roll Call

The co-chair (MB) welcomed everyone to the meeting.

57. Review and Approval of Agenda

The Agenda was approved without changes.

58. Approval of Record of Discussion from August 09 2012 teleconference

The August 09 2012 Record of Discussion was approved without changes.

59. Review of Secretariat Update

In addition to the written Secretariat Update, the Executive Director provided information on the following items:

Federal Provincial Territorial Group on Nutrition: The Executive Director has been in contact with Pat Martz, chair of the FPTGN Working Group on School Food Guidelines. Ms. Martz will address the November teleconference of the SHCC regarding mutual areas for collaboration of JCSH and FPTGN.

Youth Excel/CLASP: Three of the CLASP 2 proposals will be funded. In addition, the Canadian Partnership Against Cancer (CPAC) is attempting to find alternative funding for a fourth proposal. Final funding decisions have not been completed; thus, the future of the Youth Excel CLASP proposal is yet to be determined. Youth Excel is conducting meetings to move their work forward.

60. Management Committee August 23 2012 teleconference

The Executive Director provided an overview of the recent Management Committee teleconference. The following areas were highlighted:

a) **Health Behaviour in School-aged Children** – John Freeman, Queen’s University lead for the Canadian HBSC study, was a guest on the teleconference and spoke about the 2013-2014 cycle. The process of developing this cycle will begin soon. There will be another Research Advisory Committee. Dr. Freeman would like to consult the SHCC table for this cycle, and is willing to attend the spring 2013 face-to-face meeting.

Discussion:

- It was requested that the spring face-to-face meeting of the SHCC be held early in April in order that School Health Coordinators can best participate in the cycle development process.

- It was also suggested that, as occurred early in the previous cycle, a two-day meeting of Queen's University HBSC researchers and JCSH be held.

Action: The Executive Director will discuss with Dr. Freeman plans for upcoming meetings of JCSH and Queens.

b) Operating Plan – The Management Committee approved the JCSH 2012-2015 Operating Plan. There was discussion on the fourth substantive area and further feedback on options for the area has been requested of Management Committee members; School Health Coordinators were copied on the September 13 email.

c) Joint Meeting Management Committee-level Health and Education representatives – This meeting is being planned for early in 2013. There will not be a fall face-to-face meeting of Management Committee; it will be replaced by the joint winter meeting. **d) Jurisdictional initiatives:** There was discussion on preparation of Common Briefing Notes by the Secretariat for the purpose of sharing information among jurisdictions. If a jurisdiction passes new legislation of relevance to the work of the JCSH and/or develops a new initiative, and if the Management Committee or School Health Coordinators' Committee requests a Briefing Note, the Secretariat will complete same for distribution to the members.

e) Additional Items – The Budget and the Communications Strategy were both approved. Updates were provided on the 2012 JCSH Annual Report and on the July 2012 meeting of Council of Ministers of Education, Canada.

6. Planning for October face-to-face meeting

Logistics:

The PE co-chair noted that, in accordance with SHCC feedback, the dates and location of the upcoming face-to-face meeting were coordinated with the Childhood and Adolescent Obesity pre-conference and conference in Halifax, NS October 24-26.

The JCSH will cover hotel costs for the face-to-face meeting (October 21 and 22). However, for those who plan to stay an additional night (October 23) to attend the pre-conference session, the Prince George Hotel has a rate of \$169 per night. School Health Coordinators may have the Secretariat book that night's hotel reservation; however, this charge is borne by the SHC/jurisdiction, along with the pre-conference registration fee. The Secretariat was able to negotiate a reduced rate of \$125 for the pre-conference: *What is the impact of comprehensive school initiatives on obesity prevention?*

Format:

The PE co-chair reviewed the draft agenda for the October face-to-face meeting. School Health Coordinators have provided feedback on the format of this agenda, which has been set as a series of workshops to provide optimal knowledge exchange. School Health Coordinators who have volunteered to present / share new, interesting, and emerging initiatives will be offered Secretariat support.

Action: The Secretariat will send SHCs the link for the reduced registration rate for the Childhood and Adolescent Obesity pre-conference.

Action: The Secretariat will set up planning sessions for SHCs who may want to link their face-to-face presentations around a specific theme.

Action: School Health Coordinators will forward topics or interest in presenting during the face-to-face to the Secretariat.

Action: The Secretariat will summarize the key messages from the pre-conference / conference and circulate to SHCs.

7. Physical and Health Education (PHE) Canada

The Executive Director provided an overview of a recent call between the Secretariat and the new staff at PHE Canada. Among items discussed:

- Staffing changes at PHE Canada
- PHE's commitment to moving forward with Health Promoting Schools certification as part of the deliverables required by the funding the organization received from the Lawson Foundation.

Action: Secretariat and School Health Coordinators will share updates on development of Health Promoting Schools certification as PHE moves this forward in the jurisdictions.

8. Healthy School Planner

The Manager, Partnerships and Initiatives, provided an overview of recent work on revision of the Healthy School Planner:

- Members of the Advisory Committee were thanked for their extensive feedback to the Recommendations in the HSP modules.
- For schools completing the Planner, the resource lists will be shown in the following order: PT lists, then pan-Canadian, then international resources.

Discussion:

- There was consensus that organizations, such as ParticiP ACTION which partners with Coca Cola, can be included in the Planner resource lists. It was felt that virtually every organization and government department has some collaboration with an organization that collaborates / partners with a company with non-healthy food products.
- There was consensus that organizations that do not have an inherent school focus – Boys and Girls Clubs, Boy Scouts/Girl Guides, 4-H, Big Brothers Big Sisters – will be included in the resource list.

9. Health Behaviour in School-aged Children

This item was covered in the Secretariat Update.

10. Communications Committee

The Manager, Cross Sector Engagement, advised that with the approval by Management Committee of the Communications Strategy, work on JCSH communications tools will now go forward. To this end, she asked for volunteers for a short-term Communications Committee specifically targeting two items: decision on the future / format of the JCSH newsletter; and additions to the website, including the private side and social media.

The YK representative volunteered to sit on this committee. Other representatives are the co-chair (PE) and one of the NL representatives (Leaman).

If possible, it would be optimal to have four School Health Coordinators sit on this committee.

<p>Action: The Manager, Cross Sector Engagement, will send out a request for volunteers to the Communications Committee.</p>

11. Funding Opportunities

The Executive Director advised that PHAC has short-term funding opportunities from time-to-time. The Secretariat has been approached on occasion with a funding opportunity and it is helpful to have project ideas that would benefit from short-term funding pockets. For example, projects such as a Comprehensive School Health Core Indicators and Measures (CIM) and/or youth engagement products would benefit from funding opportunities.

Discussion:

- If Youth Excel CLASP 2 does not receive funding, there is still considerable interest in completion by JCSH of the Comprehensive School Health CIM.

- JCSH has a budget line for projects. However, it is beneficial to leverage other monies and use these to form new partnerships and/or collaborate with existing contacts.
- It is important to enhance and build on work currently underway and included in the approved Operating Plan.
- There will be further discussion on this item during the face-to-face meeting.

Action: School Health Coordinators are encouraged to advise the Secretariat of suggestions for funding proposals.

Action: School Health Coordinators are encouraged to provide the Secretariat with funding opportunities for which proposal(s) might be developed (e.g. CIHR, CIHI, foundations).

12. Emerging Trends and Opportunities

Healthy Relationships Symposium: The PHAC representative advised that the Public Health Agency of Canada is organizing this symposium, to be held in Ottawa on October 30. It will build on the work of the Health Behaviour in School-aged Children study and will include a presentation by PrevNet. School Health Coordinators will be invited to this event and are encouraged to share information on the symposium with their networks. A one-pager will be distributed by the Secretariat following the meeting. A formal invitation will be distributed in the next few weeks.

Action: Secretariat will send School Health Coordinators a one-page description of the Healthy Relationships Symposium.

13. Review of Action Items

In addition to the regular review of the action items table, the School Health Coordinators were asked to check on any items that were assigned individually to them.

14. Next Meetings

The October 11 teleconference will be withdrawn and replaced by the October 22-23 face-to-face meeting in Halifax.

Teleconferences:

- November 08 2012
- December 13 2012
- January 10 2013
- February 08 2013



All meetings are teleconferences, unless specifically noted as a face-to-face meeting. All teleconferences begin at 12:30 p.m. Eastern Time.

15. Adjournment

**Record of Discussion
School Health Coordinators' Committee
Face-to-face meeting October 22-23, 2012
Prince George Hotel, Halifax, NS**

Co-Chairs: Sterling Carruthers (PE) and Andrea Lamboo Miln (MB)

Participants	Jurisdiction
Gail Diachuk	AB
Flo Woods	SK
Andrea Lamboo Miln	MB
Jennifer Munro-Galloway	ON
Marlien McKay	NB
Sharon Young	NS
Sterling Carruthers	PE
Robbie Leaman	NL
Leigh Ann Willard	NU
Elaine Stewart	NT
Brianne Bremner	YK
Patricia Walsh	PHAC
Secretariat	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Jo-Ellen Craig	JCSH Secretariat
Regrets	
Sanja Ristic	BC

Record of Discussion

61. Welcome and Roll Call

The co-chairs welcomed everyone to the meeting. Introductions were made and a special welcome was given to Leigh Ann Willard (NU – Management Committee, for Charlotte Borg), and Sharon Young (NS) who were attending their first SHC meeting.

62. Review and Approval of:

a. Agenda

Workshop 1: For convenience the Healthy School Planner workshop was switched with the Jurisdictional Trends item. Otherwise, the Agenda was approved without changes.

b. March 08, 2012 Record of Discussion

The September 13 Record of Discussion was approved without changes. There was a question of clarification around the upcoming cross-ministerial Management Committee meeting. It was explained that this meeting was well supported in the spring 2012 face-to-face Management Committee meeting and is also reflected in the 2012-2015 Operating Plan. The meeting purpose will be articulated by the meeting's Planning Committee comprised of Management Committee members from PE, ON, SK and PHAC.

63. Review of Action Items

The Action Items table was reviewed. School Health Coordinators were reminded to note the actions to which they have been assigned / agreed to complete. In addition, the Executive Director explained that the School Food Guidelines Action Item reflecting contact with Healthy People Healthy Communities (HPHC) will be addresses through the Management Committee, which has members on the HPHC. In addition, the Executive Director advised she will be attending *2nd Provincial/Territorial Engagement Dialogue on the Proposed Best-fit set of nutrient criteria for foods and beverages*. The purpose of the dialogue is to hear from industry about their insights and future plans for the development of foods and beverages that meet the guidelines.

64. Update from the Secretariat

In addition to the written Secretariat update, the Executive Director provided the following:

A. Management Committee cross sector meeting: The aim of this meeting is to have senior level representatives from both Health and Education ministries in each jurisdiction come together to make discuss how to optimally work across the sectors to support the health and achievement of students. FPT Ministers of Health have endorsed a number of key documents which impact the work of the JCSH and this meeting will look at ways to work together to support students in a way that resonates with both sectors.

John Freeman, Director of the Social program Evaluation group at Queens will be the keynote speaker. The meeting will be facilitated.

B. Physical and Health (PHE) Canada : The Executive Director advised that there are a number of new staff at PHE Canada. The organization is moving forward on Health Promoting Schools certification through the grants program. The deadline for the next round of grants' application for schools is December 07, 2012.

Discussion:

- The Secretariat has requested the breakdown of applications and schools receiving grants from the spring 2012 round.
- When advised by PHE of its intention to develop resources for schools, the Secretariat shared that JCSH has developed an extensive resource list as part of the revised Healthy School Planner, and that it will be available as soon as the revised Healthy School Planner is launched. PHE says it does not wish to reproduce the work of JCSH.
- Currently, PHE is using the Health Assessment Tool for Schools (HATS) as criteria for evaluating grant applicants; the Healthy School Planner foundational module has been suggested for consideration when it is launched.
- There remains concern in jurisdictions regarding sustainability of the PHE funding and confusion by schools on accessing funding.

ACTION : The Executive Director will follow up with PHE Canada on sustainability planning for the Health Promoting Schools grants.

ACTION: The Secretariat will send out PHE school grant selections (spring 2012 round) when received.

65. JCSH Operating Plan 2012-2015 + SHCC Work Plan 2012-2013

The Executive Director advised that the Management Committee has expanded the four substantive areas to six: Positive Mental Health, Physical Activity, Healthy Eating, Substance Use, Sexual Health, Injury Prevention.

The Secretariat is working through the Work Plan and Operating Plan to flesh out activities and develop projects and timelines. The substantive areas will be reflected in the Operating Plan / Work Plan.

One of the first new pieces of work will be around Student Engagement .

ACTION: The Executive Director will engage with Stoney McCart, Students' Commission around linkages in initiatives in the two organizations.

ACTION: The Secretariat will compile youth engagement resources and will be in contact with the jurisdictions regarding activities in the provinces/territories.

66. Workshop I: Healthy School Planner Workshop

The Manager of Partnerships and Initiatives led the workshop reviewing the changes in the Healthy School Planner over the last year, leading to the launch this fall.

It was explained during the review that the Foundational module must be completed before any other modules (physical activity, healthy eating, positive mental health or tobacco). The Foundational module may be completed in 20 minutes, although that depends on the composition and number in the Healthy School Planner team for the school. Once the assessment is completed, a feedback report is generated, and the user is provided with links to the resource list and additional handouts that can assist in moving from the assessment phase to the action planning phase.

School Health Coordinators were also provided with a draft marketing/promotion plan that might assist them in disseminating the Planner in their jurisdictions.

Discussion/Suggestions:

- Suggestion: That the website provide a note when the foundational module is complete that completion of at least one express module is recommended.
- Suggestion: That the feedback report provided to users upon completion of any of the modules include a direct link to the “Action Planning” guide/template.
- That the Healthy School Planner provides key messages, similar to those found in the JCSH Communications Strategy, linking school health improvements to student achievement. For example, the physical activity module could cite a reference that physical activity stimulates brain activity.
- In the drop down menu, the HSP resource list will list the foundational module resources as the first choice, and will add (Comprehensive School Health) in brackets after “Foundational Module” to ensure clarity.
- Suggestion: If possible, the national resource list should list JCSH sources first, followed by an alphabetized list.
- Suggestion: A message should be added to encourage Healthy School Planner users to check out resources above and beyond those specific to their jurisdiction (i.e. national, international and other provincial/territorial resources), OR national and international resources for a given topic area should be listed after jurisdiction-specific resources.
- Suggestion: Training opportunities/demonstrations of how to use the Planner should be made available through webinars, videos, web conferences.
- Suggestion: Resources should be topic specific and tagged with an icon for easy identification.

- There are a few additional resources from the IUHPE that may be worth adding to the Healthy School Planner Resource List. The Secretariat should ensure it is on the listserv of the IUHPE, as well as other relevant organizations (e.g. The Learning Partnership) to ensure it has access to resources that might be useful to the HSP Resource List and the JCSH in general.
- The image of the map of Canada on the HSP website has inaccuracies and should be replaced with a better/different map, or else removed altogether.
- It was agreed that, while a number of the aforementioned suggestions may result in slight changes to the Planner, it is ready for launch on the JCSH website.

ACTION: School Health Coordinators to determine whether they prefer: a) to add wording/a message that encourages Healthy School Planner users to check out jurisdictional resources above and beyond those specific to their jurisdiction OR b) to list national and international resources for a given topic area after listing jurisdiction-specific resources.

ACTION: School Health Coordinators will continue to make requests to the Secretariat regarding ways in which the Secretariat can help with promotion / marketing / dissemination of the Planner in JCSH jurisdictions (e.g. through a postcard, video, common briefing note, presentation deck, etc.).

ACTION: Secretariat will access recent publications from IUHPE and consider their suitability for the HSP Resource List.

ACTION: Secretariat will continue to ensure it is on the list serves of relevant bodies such as the IUHPE, The Learning Partnership, etc.

67. Jurisdictional Trends

Presentations were made on: **Toronto School Health Clinics, Saskatchewan's Comprehensive School Community Health Framework, and NL's Healthy Eating Initiatives.** While not addressing the same topics, the presentations did discuss complementary themes: response to barriers to health care for children and youth of the jurisdiction (ON); using comprehensive school health (in SK Comprehensive School Community Health) to bring numerous ministries together; and government initiatives to bring together many groups, including parents and food producers, to improve student nutrition.

8. Workshop II: School Data Collection / Student Health Surveys

The purpose of this workshop was to show how student and school surveillance as tools could also be used to enhance cross-sector engagement.

Presentations were made on: **Health Behaviour in School-aged Children (HBSC), Yukon perspective; Youth Health Survey (YHS), Manitoba perspective; and School Health Action Planning and Evaluation System (SHAPES), Prince Edward Island perspective.** In some jurisdictions, the data is used to implement supports to schools based on the

results; it is then rolled up to the district and provincial level. In other jurisdictions, the tool provides a broad district-level or jurisdiction-level view of issues, challenges, and strengths.

All presenters discussed the tools used in their jurisdictions as catalysts for cross-sector partnering.

Discussion:

- For some jurisdictions, the survey tool may represent the province/territory's only child-focused health data; as a result, ministries across sectors cooperate and collaborate around the results, knowledge dissemination, and strategies/actions to make changes.
- The survey tools facilitate linking a web of youth connections in a variety of geographical areas; this is really important in an area with communities as remote as the territories.
- It would be beneficial to have surveillance questions validated – so that questions from one tool were not vastly different than those from another.
- In some jurisdictions, the Education ministry requests some measure of 'proof' that a school health approach and comprehensive school health initiatives actually result in improved academic results: the attribution-contribution accountability issue often faced by governments and other groups around social change. It is hoped that in 2014, the Raising Healthy Eating and Active Living (REAL) Kids Alberta survey may be helpful in quantifying this link between health and academic achievement (i.e. Provincial Achievement Test (PAT) results will be linked with REAL Kids survey behaviours while eliminating such variables as socioeconomic status, etc.)
- The discussion reinforced the continued need for development of a Core Indicators and Measures (CIM) on Comprehensive School Health.

Action: The Secretariat will re-circulate the list of school-based surveys collected for the 2010 Comprehensive School Health Roundtable.

9. Jurisdictional Highlights.

Information was shared on the following resources:

- ontariofresh.ca
- nutritiontoolsforschools.ca
- farmtoschoolmanitoba.ca

Other updates:

a. **Healthy Relationships Symposium – Ottawa, October 30:** The Executive Director will be part of the panel. Canada presented to the Committee on the Rights of the Child in Geneva in late September. PHAC is willing to assist if the SHCC would like to have Symposium speakers Dr. Wendy Craig and Dr. Debra Pepler address a future face-to-face meeting.

ACTION: The Secretariat will recirculate the Healthy Relationships Symposium poster. Participants to the audio conferencing format are asked to advise the symposium contact how many will be attending.

b. **Quebec Status:** The chair of the Management Committee sent a letter to Quebec in the spring of 2011. The Quebec Deputy Ministers of Education Recreation and Sport and of Health and Social Services replied that although Quebec would not be joining the Consortium as a member, they remain interested in sharing resources and information. This year, the JCSH was able to connect through sending Quebec the PT report from the HBSC 2009-10 survey round. The question was asked whether Quebec might be invited to a face-to-face meeting as an observer.

ACTION: The Executive Director will discuss with the chair of the Management Committee to consider ideas for connecting with Quebec.

c. **Residential Schools**

A number of jurisdictions – including NT, NU, and SK – have been taking part in Truth and Reconciliation Commission events and developing activities to honour those who were placed in residential schools and their families, communities, legacy. The 100-year-long impact of the residential schools ended in the mid-1990s with the closing of the last schools.

Those interested in getting resources and information may visit the Truth and Reconciliation website: <http://www.trc.ca/websites/trcinstitution/index.php?p=26>
A documentary entitled Muffins for Granny explores stories of the residential school experience.

10. Workshop III: What is a School Health Program?

The Manager, Cross Sector Engagement, presented a portion of the JCSH website page that asks and answers the question: “What is a School Health Program?” It was suggested that this wording is out-of-keeping with the Comprehensive School Health ‘approach’ championed by all members of JCSH.

Discussion:

- Many jurisdictions have developed a CSH framework / matrix where the priorities are established over the framework pillars.
- It would be helpful if the Secretariat could prepare a matrix of the four pillars of the JCSH’s CSH framework and how the pillars are reflected in initiatives of each of the six substantive areas. The completed matrix can be disseminated in a variety of ways: e.g. on the JCSH website in a story-sharing platform or video clips.

Action: The Secretariat will revise the language on the page: What is a School Health Program?

Action: The Secretariat will work with the webmaster to develop this page into a place to highlight the approach, various matrices of how priorities can be shown, and initiatives developed across the country.

11. JCSH Communications: Update

The Manager, Cross-sector Engagement, provided an overview of the initial work of the Communications Committee on the future of the JCSH newsletter and the changes to the website.

Discussion:

- The newsletter, in its current form, will be discontinued. Video updates of activities in jurisdictions supplemented with regular News and Resource bundles.
- The website will replace some of the buttons that are not being used with six buttons – one for each of the substantive areas. This will allow for topical reference points in searching for jurisdictional activities and resource documents such as Common Briefing Notes and environmental scans.
- The private side of the website will be developed for sharing questions and as a repository for presentations, Records of Discussion/Decision from past meetings, resources shared only among the members.

ACTION: The Secretariat will work with the webmaster in making changes to the website.

11. Positive Mental Health: Roundtable

The School Health Coordinators discussed how the Positive Mental Health Toolkit was being rolled out and used in their jurisdictions.

Discussion:

- Presentations on the Toolkit may be a way for JCSH to connect with the Canadian Association of School Administrators (CASA).
- Student engagement and the role of competence, autonomy and connectedness in student development may be a way to more extensively explore next steps from the toolkit.
- The Better Practices and Perspectives literature/stakeholder review is still current and useful in print form; another print run is supported, with print numbers to be determined based on unit costs.
- School Health Coordinators also expressed interest in receiving more Toolkit promotional postcards.

ACTION: The Secretariat will check out online networks with the potential of placing JCSH presentations there.

ACTION: The Secretariat will explore changing the PMH Toolkit offline links so that they will connect to files on a jump drive.

ACTION: The Secretariat will investigate costs involved with conducting an additional print run of *Better Practices and Perspectives: Positive Mental Health in the School-Based Setting*, and will follow up with SHCs regarding the number of this document, as well as the number of PMH Toolkit postcards, they could use.

ACTION: The Secretariat will explore contracting with WMA Morrison and Associates to revise the interviews in the Better Practices and, thus, extend this document's viability as a current review of Positive Mental Health research literature and practices.

12. Teleconferences 2012-2013



A list of teleconferences will be sent out with the bundle for the next meeting. It was noted for new members that teleconferences are regularly held the second Thursday of each month beginning at 12:30 p.m. Eastern Time.

13. Wrap up

The co-chairs thanked all for their participation during the meeting and wished everyone a safe journey home.

Record of Discussion
School Health Coordinators' Committee
Teleconference: December 13 2012

Co-Chairs: Sterling Carruthers (PE), Andrea Lamboo Miln (MB)

Participants	Jurisdiction
Sanja Ristic Lauren Wallace	BC
Gail Diachuk	AB
Flo Woods Kyla Christiansen	SK
Andrea Lamboo Miln Paul Paquin	MB
Jennifer Munro-Galloway	ON
Sharon Young	NS
Sterling Carruthers	PE
Carol Ann Cotter Ellen Coady Robert Leaman	NL
Elaine Stewart	NT
Louise Aubrey	PHAC
Secretariat	
Katherine Kelly	Executive Director
Susan Hornby	JCSH Secretariat
Tricia Smith	JCSH Secretariat
Regrets	
Marlien McKay	NB
Charlotte Borg Michelle Doucette Issaluk	NU
Brianne Bremner Stacey Burnard	YT

Record of Discussion

68. Welcome and Roll Call

The co-chairs welcomed everyone to the meeting.

69. Review and Approval of Agenda

The Agenda was approved without changes.

70. Approval of Record of Discussion from October 22-23 2012 face-to-face meeting

The October 22-23 2012 Record of Discussion was approved without changes.

71. Review of Secretariat Update

In addition to the written Secretariat Update, the Executive Director provided the following verbal updates:

- Canadian Association of Principals meeting follow-up: The principals on the CAP Board expressed strong interest in comprehensive school health and in the PMH Toolkit and the HSP. The ED encouraged School Health Coordinators to get in touch with the CAP Board member in their jurisdiction.
- Student Engagement Toolkit: The initial steps leading to a Student Engagement Toolkit are being taken; this is a deliverable from the 2012-2015 Operating Plan. Stoney McCart of The Students Commission is interested in this work. The Secretariat is developing a Statement of Work (SOW). A high-level advisory committee would be an asset to provide leadership on this project.
- Comprehensive School Health Core Indicators and Measures (CIM): Out of the Operating Plan, initial steps have been taken towards development of a CIM on Comprehensive School Health leading to Student Achievement. As with the project above, it would be great to have an advisory committee to provide guidance for this project as well.

ACTION: School Health Coordinators interested in participating in a Student Engagement Advisory Committee are asked to contact the Secretariat (short term commitment approximately January – April)

ACTION: School Health Coordinators interested in participating in an advisory committee for the CSH in Student Achievement CIM project are asked to contact the Secretariat (short term commitment approximately January-April).

ACTION: The Secretariat will send out a reminder re: above request.

72. Federal Provincial Territorial Group on Nutrition – Guest Presentation / Discussion

The Executive Director welcomed and introduced Pat Martz, Project Manager, Wellness Branch, Alberta Health and chair of the FPTGN Working Group for Improving Consistency of School Food and Beverage Nutrient Criteria. This presentation discussed the activities of the Working Group, and the process involved in developing best-fit criteria for foods and beverages served / sold in schools. In addition, discussion featured: the role and use of the school food and beverage nutrient criteria -- by the food manufacturing industry and by jurisdictions when PT school food guidelines and policies are developed or updated; the Technical Document developed by the Working Group; and the set of Directional Statements to be developed out of the Technical Document. The Working Group consists of representation from BC, AB, SK, MB, NL, PE, YK, and NT; all jurisdictions are provided updates.

Discussion:

- The best-fit criteria have been developed by the jurisdictions, and based on science through research such as the sodium benchmark criteria developed by experts at Health Canada. The best-fit nutrient criteria will be the strictest criteria to enable the food industry to work towards the healthiest possible for the jurisdictions to utilize.
- The Technical Document will be available for use by jurisdictions, as they see fit, when updating guidelines and policies, and by food manufacturers in developing products to be served / sold in schools. Since the document is quite technical, it will be not easily used by individuals or groups without a background in nutrition or related discipline.
- From the Technical Document, the Working Group intends to develop Directional Statements. These Statements will take the Technical Document to a lay language format that can be used by schools and school community groups to develop best-fit criteria. An example of a Directional Statement: It starts with 'Eating well with Canada's Food Guidelines': "At least the first 2 ingredients of grain products must be whole grain."
- The national criteria of guidelines do not supersede the work of the provinces and territories. They are intended not for mandatory use by jurisdictions but as a resource: some jurisdictions may want to use the Technical Document and the

best-fit criteria; others may want to use only the Directional Statements.

Currently, some jurisdictions are moving forward with revisions to their nutrition policies / guidelines and some jurisdictions are at the development stages.

- The Working Group has been advised by food manufacturers that product development / reformulation takes 18-24 months.
- The Directional Statements will be developed through expert consultation, including the JCSH. Next steps include striking a committee to develop Directional Statements. This committee would welcome members from SHCC. The Directional Statements might also be helpful in integrating with the Healthy School Planner.

ACTION: Secretariat will forward to Pat Martz the names of School Health Coordinators interested in participating in a committee to develop Directional Statements.

73. Physical and Health Education (PHE) Canada – Guest Presentation / Discussion

The PE co-chair welcomed and introduced Sarah Jackson, Project Manager with PHE Canada. Sarah outlined the background of the Health Promoting Schools project and the 2011-2014 Lawson Foundation funding. There are a number of deliverables attached to this project. PHE Canada would like to develop relationships with School Health Coordinators, and work to align and support school health initiatives already in place in jurisdictions.

Discussion:

- PHE Canada is considering using the Healthy School Planner rather than the Health Assessment Tool for Schools (HATS) currently being used to assess schools for the purpose of this funding envelope.
- It would be helpful for schools currently engaged in the application and implementation processes for school health grants if PHE school health grants were aligned by using the same assessment tool and by having similar funding periods. This would avoid confusion in the schools and allow the PTs to advise schools of PHE funding calls as well as the jurisdictional funding.
- If PHE Canada is sending out communication to the schools it would be helpful to send this to the JCSH Secretariat for dissemination to the jurisdictions.

- It would also help PTs if PHE provides the names and schools applying for and awarded PHE grants, as well as the amounts funded.
- Certification is another area where PHE is committed to deliverables. Certification of Health Promoting Schools is to be based on an ISO (International Organization for Standardization) model.
- PHE is intending that this program would be a way to support schools, not to place schools on different levels of accomplishment. The program would be based on the four pillars of Comprehensive School Health.
- The certification model planned by PHE is not unlike that used by EverActive Schools (AB). In SK, schools also use a model in that they are required to meet specified criteria in order to be recognized through the *in motion* program.

ACTION: Secretariat will contact School Health Coordinators to obtain examples of certification models and criteria in place for recognition of schools.

ACTION: Secretariat will disseminate to School Health Coordinators a table of PHE's Health Promoting Schools funding calls, critical dates, and schools that have applied / been awarded when received by PHE Canada.

ACTION: School Health Coordinators will provide names of persons with expertise in Comprehensive School Health and program evaluation to the Secretariat.

74. Emerging Trends and Opportunities

(a) SK: Respect Group Inc.:

The SK School Health Coordinator (Education) asked if other jurisdictions have been approached, as SK has, by the program Respect Group Inc. Respect Group Inc. includes an online certification program for adults working with youth in schools, as well as other settings. The group, headed by Sheldon Kennedy and Wayne McNeil, met with the SK Premier; the province will be supporting this initiative.

Discussion:

- It is anticipated that the organization will be contacting all jurisdictions about becoming involved in the training program.

ACTION: The SK School Health Coordinator will send a Briefing Note when complete to the Secretariat for dissemination.

(b) ON: Health Behaviour in School-aged Children report:

The province has been moving toward public availability of the 2012 provincial HBSC report. The findings have been shared with senior government officials and the work has been accepted as very positive by the province. The provincial report has been signed off by the Minister and will be available soon.

(c) MB: Anti-cyberbullying legislation:

The School Health Coordinator (Paquin) advised that the Minister of Education has introduced legislation on anti-cyberbullying and respect for diversity. The legislation will direct school staff / adults working with students to report cyberbullying. There are not many school divisions that currently ensure that teachers and other staff are trained in dealing with bullying based on sexual orientation and other diversity issues.

75. Review of Action Items Table

The Action Items table was reviewed.

9. Next Meetings

The date for the spring 2013 face-to-face SHCC meeting will be set early in the new year. John Freeman of Queen's University and co-Principal Investigator of the HBSC study will attend this meeting and discuss with School Health Coordinators the development of questions for the next survey round of HBSC.

SHCC teleconferences are regularly scheduled for the second Thursday of each month at 12:30 pm Eastern time. The next calls are:

- January 10 2013 (teleconference)
- February 14 2013 (teleconference)
- March 14 2013 (teleconference)
- April 11 2013 (teleconference this month may be cancelled, depending on date of face-to-face meeting)

10. Adjournment

