

Lindale Independent School District

School Health Advisory Council

Operating Procedures and Bylaws

ARTICLE I: Authority

Section One. Statute and Policy. Each school district in the State is required in Chapter 28, Subchapter A-K, and Chapter 38.013 of the Texas Education Code, to establish and maintain a district-level school health advisory council. The School Health Advisory Council (SHAC) of the Lindale Independent School District is specifically authorized by the Board of Trustees in District policy BDF (LEGAL).

Section Two. Limitations. The SHAC shall be an advisory body, and shall serve to provide guidance, recommendations, and other assistance to the Board of Trustees as is specifically listed in state law and District policy. The SHAC shall have no power to expend public funds, enter into contracts, or otherwise place obligation or liability upon the district.

Section Three. Bylaws. Amendments to the bylaws may be raised by any member of the SHAC and must be approved in accordance with the decision-making component of the bylaws and in agreement with Texas law and District policies governing SHAC.

ARTICLE II: Purposes

According to state law, District policy, and the direction of the Board of Trustees, the SHAC shall have the following responsibilities:

- A. To hold at least 4 meetings per year.
- B. To provide a written report to the Board of Trustees annually the activities of the SHAC committee and any recommendations or amendments.
- C. To provide advice and recommendations, and counsel prior to decisions pertaining to the areas of health education curriculum appropriate for specific grade levels that may include a coordinated school health program designed to prevent obesity, cardiovascular disease, and Type II diabetes through coordination of: health education, physical education/physical activity, nutritional services, parental and community involvement, staff wellness, a healthy and safe school environment, counseling and mental health services, health services and emerging health issues.
- D. To consult regularly with the superintendent and/or designee regarding the planning, implementation, and evaluation of the district coordinated school health (CSH) program.
- E. To approve the district coordinated school health program, subject to adoption by the Board of Trustees.
- F. To consult with the Superintendent and/or designee in advance of submitting issues, concerns, reports, and recommendations to the Board of Trustees.

G. To advise and consult with the district in the development of a comprehensive health education curriculum.

ARTICLE III: Membership

Section One. Membership Criteria. The membership composition is made up of community and district volunteers. Members shall be nominated by campus administrators. In addition, parents or community members may submit an application for consideration within the nomination window. The membership of the SHAC will strive to comply with the following:

A. Parents must live within the district, and must be a custodial parent or guardian of a student currently enrolled in a district school. Parents may not also be employees of the district.

B. The majority of the SHAC will consist of a custodial parent or guardian of a student currently enrolled in the District, who are not employed by LISD.

C. The Board of Trustees may also appoint one or more persons from each of the following groups: teachers, administrators, district students, health care professionals, business community, law enforcement, senior citizens, clergy, and nonprofit health organizations.

Membership of the SHAC will strive to reflect the geographic, ethnic, gender and economic diversity of the District.

E. The Superintendent or his or her designee shall serve in an ex-officio (non-voting) capacity.

Section Two. Terms of Service. The term of service for an appointment shall be for two years, normally beginning at the first SHAC meeting of the school year.

Section Three. Vacancies. THE SHAC officers, in consultation with the District Coordinator shall have the responsibility to fill any vacancies that may occur after the Board has annually appointed the SHAC membership.

Section Four. Selection. Council members will be selected by the school board based on the recommendation of the administration.

ARTICLE IV: Meetings

The council will meet four times per year, in the fall and spring, or more often if deemed necessary by current situations or requested by the superintendent and/or school board. These meetings are subject to open meeting laws. The agenda shall be determined by the chairperson or co-chairperson, who will seek input from members. Notification of meetings shall be sent via email to each member at least three days in advance of any called meetings. At least 72 hours before each meeting, the SHAC must post notice on the front door of the LISD Administration Building. All meetings will be open to the public.

A quorum will be the members present at the meeting.

ARTICLE V: Officers

The officers of the council shall be two co-chairpersons. One co-chairperson representing the school district and the other a parent. The District co-chairperson shall facilitate the meeting. In case of absence, the parent co-chair will preside. An appointed SHAC secretary shall be responsible for keeping the minutes of the meeting and distribution of the meeting notification, agenda and the previous meeting minutes.

The officers of the council will be the chairperson, co-chairperson, and recording secretary.

ARTICLE VI: Committees

Committees will be formed on an as-needed basis.

ARTICLE VIII: Voting Procedures

One-half of the current members must be present for a vote to be taken. A simple majority is needed to approve a motion. A member must be present to vote.

ARTICLE VIII: Communications

Agenda's, Bylaws, Members and Meeting Minutes will be posted on the School website. Minutes of meetings will be kept on file with the District Co-Chair.

ARTICLE IX: Amendments

The procedure for recommending changes to the bylaws will be by two-thirds majority vote of the council.