

Bylaws

Hays CISD School Health Advisory Council

Article I—Name

The official name of this organization shall be the Hays CISD School Health Advisory Council. The organization shall also be known as the Hays CISD SHAC.

Article II—Mission Statement

We the Hays CISD SHAC will endeavor to create an environment that nurtures physical, mental, emotional, spiritual, and social health so all students can learn at their highest potential.

Article III—Duties

According to Chapter 28.004 of the Texas Education Code, the local SHAC's duties include recommending:

1. The number of hours of instruction to be provided in health education.
2. Curriculum appropriate for specific grade levels designed to prevent obesity, cardiovascular disease and Type 2 diabetes through coordination of health education, physical education and physical activity, nutrition services, parental involvement and instruction to prevent the use of tobacco, and instruction to prevent the use of controlled substances. SHAC will also work to gather information and identify resources in support of coordinated approach to child health..
3. Appropriate grade levels and methods of instruction for human sexuality instruction;
4. Strategies for integrating the curriculum components regarding school health services, a safe and healthy school environment, and school employee wellness.
5. Health instruction, healthy school environment, health services, physical education, school counseling, food service, school site health promotion for faculty and staff; and, involvement with parents and community.
6. Evaluation or surveys related to youth behaviors

Article IV—Membership

The Board of Trustees shall appoint at least 5 voting members to the local SHAC. Membership shall include no fewer than 10 nor more than 30 voting members, with the following mandates:

- A majority of the members shall be parents of students enrolled in the District and must not be employed by the District
- One or more may be public school teachers, public school administrators, students, health-care professionals, members of the business community, law enforcement representatives, senior citizens, clergy, representatives of nonprofit health organizations, or representatives of another group.
- Membership may include non-voting advisory members in addition

Terms. Members shall serve one year terms from August through July following the school year and must sign a commitment agreement annually. Members may serve multiple terms.

Vacancies. The Board of Trustees delegates to the SHAC Development Committee the responsibility to fill any vacancies that may occur after the Board has annually appointed the SHAC membership.

Resignation. If a member chooses to resign before his/her term ends, a letter or email to one of the Co-chairs of the SHAC will serve as appropriate documentation.

Attendance. SHAC will meet 8-10 times a year on a monthly basis. Members are encouraged to attend all meetings and are required to attend at least 6 meetings a year. However, because much of the SHAC research and recommendations draft modifications are conducted over email, an individual will remain in good standing if he/she communicates with SHAC via email regularly. If a member misses three consecutive meetings and does not communicate with SHAC via email for three months, he/she will be asked to submit a resignation letter.

Eligibility. Non-employee members must be residents of Hays county or work in Hays county. Non-voting advisory members may live in surrounding areas. According to district policy membership categories are as follows:

- Parent of student enrolled in the district (not employed by the District)
- Teacher
- Administrator
- Student
- Health care professional
- Business community
- Law enforcement
- Senior citizens
- Clergy
- Nonprofit health organizations
- Other

Article V— Parent Co-Chair

The parent co-chair of the SHAC shall be a parent of student(s) enrolled in the District, who is not employed by the District. SHAC members elect a parent co-chair, who serves a term of two years.

Article VI—District Co-Chair

The District Co-chair of SHAC will be the Director of Student Health Services. The District Co-chair shall maintain:

- Agendas
- Minutes
- Working drafts and master copies of SHAC recommendations
- Membership and subcommittee lists
- SHAC website postings
- Communication via email with SHAC members about upcoming meetings and from the Chair/Co-Chair.

Article VII—Meetings

SHAC will meet at least four times a year, according to state mandate. The Hays CISD SHAC will target monthly meetings with the exception of August, December, and May. SHAC will endeavor to meet at least twice a year during the school day with food provided by a campus cafeteria.

Agendas will be established through consultation between the Co-Chairs considering recommendations from committee members.

Article VIII—Voting Procedures

Recommendations to the Board of Trustees by the SHAC will be determined by majority $2/3$, via email or during a monthly meeting. Quorum for voting in a meeting requires one quarter of voting membership to be present.

Article IX—Communications

Minutes of the SHAC meetings (as well as supporting documentation, including drafts and final versions of recommendations) will be posted on the SHAC link of the District website. An annual report, as required by state mandate, will be given to the Board of Trustees through Friday Board Update. SHAC reports to the School Board during regular meetings will take place as needed or requested by the School Board.

An orientation for new SHAC members will be conducted by the Co-Chairs every year prior to the August meeting and as new members join.

Article X—Amendments

Amendments to the bylaws will be proposed by a subcommittee of the SHAC and approved by the full SHAC during a meeting or via email.