

Harleton Independent School District

School Health Advisory Council

# **Bylaws**

**Bylaws of the Harleton Independent School District  
School Health Advisory Council**

Proposed 1-19-2010

## **Article I: Purpose, Mission, Vision**

### Section I: Purpose

The purpose of the Harleton Independent School District (HISD) School Health Advisory Council (SHAC) is to provide opportunities to ensure that our local school system creates and implements an age-appropriate, sequential health education program that responds to the individual needs and the unique values of our community.

### Section II: Mission

The mission of the HISD School Health Advisory Council is to promote healthy lifestyles and safe schools for children by promoting the implementation of coordinated school programs, including

- Health Education
- Physical Education
- Health Services
- Nutrition Services
- Counseling, Psychological, and Social Services
- Healthy and Safe School Environment
- Health Promotion for Staff
- Parent and Community Involvement

### Section III: Vision

The Harleton ISD SHAC envisions communities where all children feel safe and healthy, thus promoting successful student achievement.

## **Article II: Meetings**

### Section I: Regular Meetings

Regular meetings will convene a minimum of 4 times per school year.

### Section II: Special, Called Meetings

Special, called meetings may occur at the request of any given council member. A minimum of ten business days shall elapse between the receipt of a written request by the Chair and the convening of the special, called meeting.

### Section III: Quorum

For the transaction of business at any meeting, the presence of one-half of the council's membership will constitute a quorum.

### Section IV: Approval of Agenda

To approve an agenda item, two - thirds of the given quorum must vote affirmatively.

### Section V: Adjournment for lack of a Quorum

If less than one-half of the council membership is present at a meeting, a majority vote of those in attendance may adjourn the meeting.

## **Article II: Membership**

### Section I: Selection, Composition

The council shall be appointed by the Board of Trustees and include representation for parents, students, medical professionals, law enforcement and government officials, clergy social service and health agencies, civic and service organizations, the business community, universities, and school personnel.

### Section II: Number, Term

The council shall be composed of 20 members. There will be Ad-Hoc members, including the chair that will serve a term designated by the superintendent of Schools or his designee. To ensure continuity of the council's objectives, members will initially draw for two (2) or three (3) year terms. Student(s) will be either a junior or a senior in high school and therefore will not draw for a term to serve. A year is defined as beginning with the start date and ending with the last date of a given school year.

### Section III: Vacancies

By a majority vote of a quorum, the council shall annually recommend to the Board of Trustees candidates to fill vacancies that may occur.

### Section IV: Removal

Any member failing to attend three or more consecutive meeting will be removed from the membership.

## **Article IV: Officers**

### Section I: Position

The officers of this council shall be a chair, vice-chair and secretary. The vice-chair and secretary will be the only officers with voting privileges.

### Section II: Selection, Qualifications

The chair will be a Harleton ISD administrator appointed by the Superintendent of Schools or his designee. The vice-chair, not an employee of the district, and the secretary, will be council members elected by plurality vote of a quorum.

### Section III: Vacancies

By affirmative vote of a quorum, the SHAC shall elect a member to fill a vacancy of the vice-chair position for the unexpired term. A vacancy of the chair or secretary positions will be filled by a council member appointed by the Superintendent of Schools or his designee.

## **Article V: Committees**

### Section I: Establishment

The council may establish one or more committees as the need arises. Ad-Hoc committee members will be appointed by the Superintendent of Schools or his designee. These committee members will not have voting privileges.

### Section II: Reports

Committees shall report back to the SHAC within a reasonable amount of time, as determined by the chair.

## **Article VI: Communication**

### Section I: Process, Methods

Any internal or external communications shall be reviewed by the chair and disseminated at his/her direction via mail, e-mail, fax, telephone, or other means.

### Section II: Reports

This committee shall submit to the Board of Trustees at least annually a written report that includes:

- Any council recommendations concerning the school district's health education curriculum and instruction or related matters that the council has not previously submitted to the board.
- Any suggested modifications to a council recommendation previously submitted to the board.
- A detailed explanation of the council's activities during the period between the date of the current report and the date of the last prior written report.

### Section III: Media Requests

Media requests will be directed to the chair and/or the vice-chair.

## **Article VII: Amendments**

### Section I: Changing Existing Bylaws:

The bylaws of the Council may be amended, repealed, or added to by a consensus of a quorum.

### Section II: Adding New Bylaws

New bylaws may be adopted by consensus of a quorum.