BY-LAWS

NAME:

GROESBECK ISD School Health Advisory Council

PURPOSE:

1. To advise GISD staff and administration on the selection of programs for health, physical education and safety.

2. Advise on preventative programs in the areas of health, drug, alcohol, tobacco and violence prevention.

3. Discuss and review nutritional value of meals served at GISD.

MEMBERSHIP:

1. Membership shall include a range of 10-20 members. The board of trustees shall appoint at least five members to the local school advisory council. A majority must be persons who are parents of students enrolled in the district and who are not employed by the district. One of those members shall serve as chair or co-chair of the council. The board of trustees may also appoint one or more persons from each of the following groups or a representative from a group specified below:

   ● Public school teachers
   ● Public school administrators
   ● District students
   ● Health care professionals
   ● The business community
   ● Law enforcement
   ● Senior citizens
   ● The clergy
   ● Non-profit health organizations
   ● Local domestic violence programs
2. These individuals shall be appointed to be a member of the committee for one to two year terms, which shall be decided by drawing terms out of a hat during the first meeting of the first year. After such, new members will serve for two year terms.

3. Any member of the community is eligible to serve on the committee.

4. Each individual will have one vote.

5. Resignations will be accepted in writing only. The position will be replaced at the beginning of the next school year for a term of 2 years.

6. A member of the School Health Advisory Committee with two or more absences from meetings in a school year shall forfeit his/her position if requested to do so by a majority vote of the SHAC committee.

MEETINGS:

1. Meetings will take place four times during the school year, to be designated at the first meeting. Additional meetings will be called only if deemed necessary by the chairperson(s). Locations of the meetings will be announced two weeks prior to the meetings, with notification to members by email. Meeting dates, agendas and minutes will be posted on the GISD website.

2. Appointed members must send a report if unable to attend meetings.

OFFICERS:

1. The chairman (men) shall be appointed by the School Board. The duties of the chairman are: plan and preside at the meetings of the SHAC; administer the business of the SHAC; and serve as a spokesperson for the SHAC.

2. The co-chair must be a parent of a student enrolled in GISD and may not be an employee of the district. The duties of the co-chair are: conduct meetings in the absence of the Chairman; assist in the planning of the meetings and serve as Secretary in the absence of the Secretary.
3. The duties of the secretary: maintain minutes of meetings; provide a roster of membership each year; prepare and disseminate election ballots and to communicate minutes with the GISD superintendent’s secretary for publication.

4. The Co-chair and the Secretary will be voted upon at the first meeting of the year.

**VOTING PROCEDURES:**

1. One-half of the members must be present for a vote to be taken and two-thirds of the members present must vote for a motion in order to approve it.

2. Only members present will vote.

**COMMITTEES:**

1. A sub-committee format may be used to more efficiently address certain issues. This will be done while the meetings are in progress.

**COMMUNICATIONS:**

1. All the minutes for the SHAC will be posted on the GISD website.

**AMENDMENTS:**

1. Changes to the Constitution and Bylaws will be made at a regular SHAC meeting.
2. The proposed change(s) will be submitted in writing to the members at least fourteen (14) days prior to the time of the proposed vote.
3. Passage requires a two-thirds (2/3) majority vote.
4. The SHAC will review the Constitution/By-Laws no less than every school year, whenever the State of Texas has made changes to laws that govern the formation, running, or responsibilities of a SHAC, or as deemed necessary by either the SHAC Committee or the GISD School Board/ Administration.

**ADOPTION:**

The foregoing Bylaws of the Groesbeck Independent School District Student Health Advisory Board are so adopted this 19th day of November, 2019.