



BISD

School Health Advisory Council

Operating Guidelines and Bylaws

Vision

The vision of the Belton ISD SHAC is for students, parents, employees, and community members to collectively make recommendations and provide guidance to the District to inform and educate students, parents, and the community on health and wellness topics in order to contribute positively to healthy and prosperous lifestyles and to have a lasting impact on all stakeholders.

Mission

The mission of the Belton ISD SHAC is to advise and advocate to the District the promotion of healthy lifestyle choices and a climate of wellness and safety for all Belton ISD students and staff members. We will assist the District in ensuring that local community values and health issues are reflected in the District's wellness plan and curriculum implementation through engagement, leadership, and community partnerships.

Article I: Purpose

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 Belton Independent School District is specifically authorized by the Board of Trustees in District policy.

Section Two: Limitation

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 by

the SHAC in accordance with the decision making component of the bylaws and in agreement with Texas law and District policies governing SHACs.

Article II: Responsibilities

- A. The SHAC may establish subcommittees comprised of board approved SHAC members to consider and make recommendations specific to:
 - a. Health and physical education
 - b. Nutrition
 - c. A safe school environment
 - d. Human Growth and Development including Sexuality
 - e. Strategies to increase parental awareness
- B. Must meet at least 4 times a year
- C. Must establish a physical activity subcommittee
- D. Must deliver an annual report to the Board of Trustees that includes:
 - a. Any SHAC recommendation concerning a district's health education curriculum and instruction or related matters that the SHAC has not previously submitted to the board;
 - b. Any suggested modification to a SHAC recommendation previously submitted to the board; and
 - c. A detailed explanation of the SHAC's activities during the period between the date of the current report and the date of the last prior written report.

Article III: Meetings

Section One: Regular Meetings

The SHAC shall conduct a minimum of four regular meetings per year. If a meeting is cancelled, all attempts will be made to reschedule for another day during the month; however, if the meeting is not rescheduled, there will not be a make-up meeting scheduled as long as SHAC meets a minimum of four times per school year as required by law.

Section Two: Open Meetings

All SHAC meetings shall be open to the public, and the public shall have reasonable opportunity to provide comments. The Chair shall limit the time given to speakers and facilitate the process of public comments in accordance with the guidelines below.

A total of 12 minutes will be allocated at the end of each meeting agenda. Members of the public will be allowed three minutes to share comments with the committee during the time period specified on the meeting agenda. If the number of speakers present exceeds the time allocated, individuals will have a reduced number of minutes for individual comment or alternative modes for gathering feedback will be considered. Speakers are expected to demonstrate respectful and

constructive decorum. Individuals who demonstrate conduct that disrupts or disrespects the work of the committee or become aggressive in tone, volume, language, or gesture will not be allowed to make further comments and will be asked to leave the meeting.

Section Three: Quorum, Decision-Making, and Voting

A quorum shall be a simple majority of the current membership, as approved by the Board of Trustees. Meetings may still be held without a quorum for purposes of presentations or discussion. However, no actions or voting may take place without a quorum.

Members shall attempt to reach decisions by consensus. However, if a clear consensus cannot be obtained, members shall reach a decision by majority vote of the members in attendance. Each member shall be entitled to one vote per item. Proxy voting and absentee ballots shall not be permitted; a member must be present to vote.

Section Four: Agendas

Agendas will be included in the notice of the meeting. Agendas will be reviewed at the beginning of the meeting. The agenda will not be changed unless there is an urgent situation with a majority vote from the committee.

Article IV: Membership

Section One: Membership Criteria

The board shall appoint at least five members to the SHAC. A majority of members 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 SHAC.

The board also may appoint one or more persons from each of the following groups or a representative from a group other than a group specified:

1. Classroom teachers employed by the district;
2. School counselors certified under Education Code Chapter 21, Subchapter B, employed by the district;
3. School administrators employed by the district;
4. District students;
5. Health-care professionals licensed or certified to practice in this state, including medical or mental health professionals;
6. The business community;
7. Law enforcement;
8. Senior citizens;
9. The clergy;

10. Nonprofit health organizations; and
11. Local domestic violence programs.

Section Two: Terms of Service

The term of service for an appointment shall be two years, normally beginning the first SHAC meeting in August. Terms will be staggered to maintain continuity on the SHAC. Parents and community members will serve a two-year appointment and may serve no more than two consecutive terms. Campus level staff shall serve a one-year term.

Section Three: Vacancies

When vacancies occur on the committee. The chair of the committee will work with campuses and departments to fill the vacancy. The chair will work to ensure that all campuses are represented and that parents with students enrolled in BISD schools remain the majority of the membership.

Section Four: Conflict of Interest

No individual shall be nominated for or hold a position on the SHAC if that individual has a direct pecuniary interest in the recommendations of that committee and decisions by the Board of Trustees. Even the appearance of a conflict of interest should be avoided if at all possible. A lone agenda item shall not be cause for the elimination of an individual's membership; however, any such individual shall refrain from participation in decisions and voting as to that issue.

Article V: Communications

Section One: External Communications

The SHAC will have a webpage on the BISD website. Meeting times and agendas will be posted to the website in advance of the meetings. Minutes will be posted on the BISD website after approval. Minutes of the meetings will be kept on file with the BISD SHAC Chair. Notification of meetings will be sent by e-mail unless otherwise specified by a committee member.

Section Two: Internal Communications

Internal communication will be handled through email to the SHAC Chair and distributed to all members as needed.