

Sanger ISD School Health Advisory Council (SHAC) By-Laws

Article I: Name, Mission and Purpose

Section I: Name

The name adopted by this group shall be the Sanger ISD School Health Advisory Council, or Sanger SHAC.

Section II: Vision

Sanger ISD will work with the community and its students to ensure that all Sanger ISD students are given the opportunity to reach their full academic, personal, and health potential.

Section III: Mission

The mission of the Sanger ISD SHAC is to promote sound school policies that will maintain and improve the health and wellness of its students, employees and community members.

Section IV: Purpose

To review and recommend implementation of policies and procedures within Sanger ISD that impact the overall wellness of students, staff and families in Sanger ISD in the following areas:

- Health Education and Services
- Physical Education and Physical Activity
- Nutrition Services
- Physical Health Promotion and Nursing Care
- Counseling, Psychological, and Social Services
- Social and Emotional Health
- Physical Environment to foster learning
- Employee Wellness
- Healthy Behavior Learning
- Family and Community Engagement

Article II: Membership

Section I: Appointment of members

The SHAC Chair and Co-Chair shall appoint the members of the council, and extend invitations prior to the initial meeting of the school year.

Section II: Membership Criteria

The council will be made up of several key member types with essential roles and expertise. Criteria for the council make up will be the following:

- Custodial parents or guardians serving on the council must have a student currently enrolled in the district and be living within the Sanger ISD boundaries.
- A majority of the members invited must be persons who are parents/guardians of students, students themselves, or community members if at all possible.

Attempts will be made to maintain an active member list with priority community members as well as essential district members.

- Members should have a strong commitment to the health and well-being of students, staff and community members.
- The Superintendent, deputy Superintendent or a representative of the Board of Trustees may serve in an ex-officio (non-voting) capacity.
- 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.

Section III: Terms of Service

The term of service for an appointment shall be one year beginning with the first day of meeting of the school year. Members may serve multiple terms.

Section IV: 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 recommendation of that committee and decisions by the Board of Trustees. A lone agenda item shall not be cause for the elimination of an individual's membership; however, any such individual shall refrain from participating in decisions and voting as to that issue.

Section V: Council Size

The SHAC shall consist of at least eight members. The Chair/Co-Chair shall maintain a list of current members.

Article III: Meetings

Section I: Scheduled Meetings

The SHAC shall conduct a minimum of four regular meetings per school year. These meetings will be posted on the SISD website. The meetings will be held in various locations as available in Sanger, TX. The locations will be shared via email in a timely manner prior to the meetings.

Section II: Public Questions and Comments

All meetings of the SHAC shall be open to the public. Public questions and comments are permitted following the meeting agenda and speaking time is limited to four minutes. A limit of five speakers is allowed per meeting.

Section III: Voting

A simple majority of the voting members present at the regular SHAC meeting is needed to approve and carry a motion.

Section IV: Agendas

An agenda will be provided for SHAC meetings. Agenda items shall be determined by the Chair in consultation with the Co-Chair. Members can suggest agenda items via email or in person.

Article IV: Officers and Committee Chairs

Section I: The Chair

The Chair shall:

- Be an employee of Sanger ISD
- Preside over all meetings of SHAC unless unable to attend in which case a designated Chair will be assigned for the absence.
- Appoint sub-committees as necessary
- Serve ex-officio (as a non-voting member)
- Work directly with the Co-Chair to compile agendas, discussion items, and action items for all SHAC meetings
- Perform other responsibilities as may be prescribed by the SHAC, which are in accordance with SHAC's authorizing statute district policy and direction of the Board of Trustees.

Section II: The Co-Chair

The Co-Chair shall:

- Shall be a parent/guardian of a child within Sanger ISD, and be knowledgeable of the mission, vision, goals and challenges within the district. They will be chosen by a vote at the initial meeting of the SHAC on a yearly basis. They may serve more than one year.
- Preside at SHAC meetings with and in the absence of the Chair.
- Serve as an ex-officio member (non-voting member)

Section III: Secretary

The Secretary shall:

- Prepare meeting minutes and notices and communications to be sent to SHAC members and the public in conjunction with the Chair.
- Serve as custodian of all SHAC records at a physical location within the district.
- If no secretary is voted into office, the minutes and physical records shall be maintained by the Chair.

Article V: Communication

Section I: To the Board of Trustees

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

- Any SHAC recommendation concerning the school district's health education curriculum and instruction or related matters that the council has not previously submitted to the board.
- Any suggestion modification 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.
- Any recommendation made for changes to the physical activity and fitness planning.

Section II: To the Public

Meeting dates, times and an overview of the minutes will be posted on the SISD website. No later than the 10th day after the meeting. The Minutes of the meetings will also be kept on file in the office of the Chair.

Article VI: Amendments to the By-Laws

The procedure for making changes to the by-laws shall be by a two-thirds majority vote of the members present. Any member can suggest amendments to the by-laws during a regularly scheduled meeting.

Article VII: By-Law Approval by Vote

These by-laws have been reviewed and approved by majority vote on October 15th, 2025 and will be scheduled for update as of November 2026.