

School Health Advisory Council (SHAC) Pampa Independent School District

Adopted May 20, 2008

Vision Statement

All Pampa ISD students will reach their full personal, health, and academic potential.

Mission Statement

The mission of the Pampa ISD SHAC is to ensure that all children in the Pampa ISD, grades PreK-12, will have healthy bodies and minds through sequential health education, practices, and modeling of good health behaviors.

Goal

The goal of the Pampa ISD SHAC is to advise Pampa ISD decision-makers regarding students' needs and assets related to health knowledge and skills, regarding policies and procedures that impact student health, and regarding the health of the school environment. See TAC Education Code 28.004(a) for specific objectives and duties assigned.

School Health Advisory Council Bylaws

Article I: Statement of Purpose

To assist the Pampa ISD in ensuring that the local community values are reflected in the district's health education instruction.

Article II: Authority

Section One: Statute and Policy. Each school district in the State is required in Chapter 28, Subchapter A – K, and Chapter 38.01.3 of the Texas Education Code, to establish and maintain a district level school health advisory council. The School Health Advisory Council of the Pampa Independent School District is specifically authorized by the Board of Trustees in District policy.

Section Two: Limitations. 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.

Section Three. Bylaws. It shall be the responsibility of the Board of Trustees, upon the advice and counsel of the SHAC, to establish and amend the Bylaws.

Article III: Responsibilities

According to state law, and the direction of the Board of Trustees, the SHAC shall have the following responsibilities:

- A. To hold regular meetings.
- B. To provide recommendations regarding health education curriculum, a coordinated school health program through coordination of health education, physical education, nutritional services, parental involvement, staff wellness and health services.
- C. To approve the district coordinated school health program, subject to adoption by the Board of Trustees.
- D. To consult with the Superintendent and/or his designee in advance of submitting issues, concerns, reports and recommendations to the Board of Trustees.
- E. To advise and consult with the district in the development of a comprehensive health education curriculum.
- F. To assist the school district in any other capacity that falls within the guidelines of health, wellness or physical activity of our students.

Article IV: Meetings

Section One: Regular Meetings

At the first meeting of the year, the members of the SHAC will determine the number of regular meetings, time of meetings, dates for meetings. It is recommended that one meeting a month be scheduled and that all meetings be held at Central Office. 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. Due to the start of school, the first meeting should be scheduled for September.

Section Two: Quorum

A quorum shall be the 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.

Section Three: Attendance

Member attendance shall be monitored by the Chairman, who shall work with members to try and resolve any attendance problems. Non-attendance for three consecutive meetings within a one-year period may result in removal. Members are encouraged to contact the Chairman if they know they cannot attend. A sign in sheet will be used at all meetings to keep track of attendance.

Article V: Membership

Section One: Membership Criteria

The membership composition of the SHAC shall comply with the following:

- A. Parents must live within the district, and must be a custodial parent or guardian of a student currently enrolled in this district school. Parents may not be employees of the district.
- B. The majority of the SHAC will consist of parents of students currently enrolled in the district.
- C. 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.
- D. Membership of the SHAC will strive to reflect the geographic, ethnic, gender and economic diversity of the district.
- E. The Assistant Superintendent for Secondary Education shall serve in an ex-officio (non-voting) capacity.

Section Two: Confirmation by Board of Trustees

The Board of Trustees shall annually appoint all members to the SHAC.

Article VI: Chairman of SHAC

The SHAC shall elect a Chair, Vice-Chair, and Secretary, each to serve 2 year terms. Officers may not serve more than 2 consecutive terms in the same office. Officers will be selected in May or June and installed at the first September meeting of the SHAC.

Section One: Responsibilities of Chairman

- A. Notification of all members of meetings
- B. Providing members with agendas and background material prior to meeting
- C. Prepare sign in sheets
- D. Designate secretary to take minutes
- E. Serve as custodian of all SHAC records
- F. Distribute minutes to all SHAC members
- G. Distribute information to absent members and inform them about missed presentations
- H. Keep track of attendance and possible problems
- I. Solicit new members if vacancies arise and take to board for approval