

# Bylaws of the Tyler Independent School District School Health Advisory Council

## **Article I: Purpose**

**Section I:** The purpose of the TISD School Health Advisory Council is to serve in an advisory capacity to the Board of Trustees and TISD Administration. Our goal is to positively affect student academic performance and ensure that local community values are reflected in the instructional process while promoting healthy lifestyles.

**Section II:** In Compliance with Senate Bill 19 the membership of the School Health Advisory Council will advise the TISD Board of Trustees and Administration on health issues that affect our children through curriculum and supplemental health initiatives.

**Section III:** The Superintendent shall appoint a liaison from the School District for the purpose of supplying district support and direction.

**Section IV:** There shall be 4 voting ex-officio members of the council to include the Director of Athletics, Director of Curriculum, Lead Nurse, and Coordinator of Food Services.

## **Article II: Membership**

**Section I:** The council shall be composed of a minimum of eight members and should not exceed 30. Each member will serve a two year term and may serve for more than one consecutive term.

**Section II:** In compliance with Education Code Chapter 28 a majority of the members must be parents of school students in the district.

**Section III:** Candidates for membership must be interested in promoting healthy lifestyles through a well-coordinated and effective school health program.

**Section IV:** Vacancies shall be filled by a nominating committee. The nominating committee shall be appointed by officers of the SHAC. The nominating committee will then present a list of nominees to the SHAC committee for majority approval and the list will then be presented to the TISD Board of trustees for approval.

## **Article III: Meetings**

**Section I:** All meetings will be governed by Robert's Rules of Order, (SHAC meetings are subject to "open meeting" laws). Posting shall be 72 hours prior to the meeting.

**Section II:** There should be a minimum of 3 regular meetings beginning no later than September 30<sup>th</sup> and ending in May.

**Section III:** Special meetings may be suggested by any member and be called by the council chairperson. Notice of a special meeting will be made in writing at least five school days in advance.

**Section IV: Quorum:** The presence of more than one-half members shall constitute a **quorum** for the transaction of business at any meeting, and two-thirds of the quorum must vote for a motion in order to approve it. If less than one-half of members are present at any meeting, a majority of those present may adjourn the meeting.

## **Article IV: Officers**

**Section I:** The officers of this council shall be a chair, co-chair and a secretary. The chair and co-chair must consist of a TISD employee and community member not employed by TISD.

**Section II:** The officers of the council shall serve a one year term, and shall be elected at the regular meeting at the last meeting of the school year. The officers may serve additional terms.

**Section III:** Any vacancies may be filled for the unexpired term by election of SHAC.

### **Officer Responsibilities:**

1. The chair shall preside at SHAC meetings, appoint committees as necessary, and serve as member of all committees with vote. Work directly with the liaison appointed by the Superintendent of Schools.
2. The co-chair shall preside at meetings when the chair is absent. The Secretary will assist the chair in conducting meetings and be a voting member on all committees.
3. In absence or removal of Chair the co-chair will assume the responsibility for organizing and presiding over the meeting to select a new chair if absence is permanent. The same process would be followed for the position of co-chair. The Secretary is eligible for the position of chair if voted by the majority. The Chair would also be available for the position of Secretary if a majority approval by the council.

**Section IV:** An officer may be removed for failing to carry out the duties described above or for failure to adhere to the by-laws aforementioned in this document.

**Section V:** A recall election may be held upon approval of a majority of the council members. The recall election will occur after a 30-day notice of council approval of this election is provided to council members. The most senior officer not being recalled will be responsible for presiding over the recall election. In the event both officers are absent then the responsibility for recall elections would be that of the liaison appointed by the Superintendent.

### ***Article V: Amendments***

**Section I:** The bylaws may be amended, repealed or added to, or new bylaws may be adopted by majority vote of a quorum at a meeting duly called for the purpose according to the articles or bylaws.

### ***Article VI: Committees***

**Section I:** The council may establish one or more committees as the need arises. All committees must submit all initiatives to the Executive School Health Advisory Council before any action may be taken on any sub-committee recommendations.