



**BYLAWS OF
ECISD STUDENT HEALTH ADVISORY COUNCIL**

ARTICLE 1

NAME, PURPOSE, LIMITATIONS, POWERS AND RESPONSIBILITIES

Section 1.1 **Name**. The name of the Council shall be the “ECISD Student Health Advisory Council.”

Section 1.2 **Purpose**. The Council is established for the public purpose of providing community input, guidance, recommendations, and other assistance to the Superintendent and Board of Trustees as is specifically listed in State law and District policy.

Section 1.3 **Limitations**. The Council shall be an advisory body and shall have no power to expend public funds, enter into contracts, or otherwise place obligation or liability upon the district.

Section 1.4 **Responsibilities**. According to State law, District policy, and the direction of the Board of Trustees, the Council shall have the following responsibilities.

1. Provide advice, recommendations, and counsel on:
 - A. the number of hours of instruction to be provided in health education;
 - B. the design, implementation, and grade level appropriateness of student health curricula designed to:
 - prevent childhood versions of obesity
 - prevent Type II diabetes
 - prevent cardiovascular disease
 - prevent the use of tobacco
 - prevent the use of alcohol
 - teach human sexuality

2. For curricula in 1B, support and assist a coordinated student health effort which includes:

- Health education
- Physical education and physical activity
- Nutrition education and services
- Parental involvement
- Any other personnel necessary to carry out the SHAC functions

3. For curricula in 1B, suggest strategies for integrating curriculum components with:

- School health services
- Counseling and guidance services
- A safe and healthy school environment
- School employee wellness

4. Any course materials and instruction relating to human sexuality, sexually transmitted diseases or human immunodeficiency virus (HIV) or acquired immune deficiency syndrome (AIDS) shall be selected by the Board of Trustees with the advice of the Council and must comply with all State laws and regulations.

5. Submit an annual written report to the Board detailing recommendations regarding the health education curriculum, modifications to previous recommendations and an explanation of the Council's activities since its last report. The initial report is required no later than April 1, 2010. *SB 283, BDF (LEGAL)*

Section 1.5 **Powers.**

1. The Council shall have the necessary authority to fulfill its purpose of providing community input to health curriculum recommendations to the Ector County Independent (ECISD) Board of Trustees.

2. The District must consider the recommendations of the Council before changing the District's health education curriculum or instruction.

ARTICLE II

COUNCIL

Section 2.1 Qualifications.

1. The Board shall establish a local school health advisory council to assist the District in ensuring that local community values and health issues are reflected in the District's health education instruction and to carry out the mandates of Section 28.004 of the Texas Education Code.
2. The Council shall be composed of fourteen (14) members.
3. A majority of the Council shall be persons who are parents of a student enrolled in the District and who are not employed by the District. The Board may also appoint one (1) or more public school teachers, public school administrators, District students, health care professionals, members of the business community, law enforcement representatives, senior citizens, clergy, representatives of non-profit health organizations, or representatives of another group who reside in Ector County.
4. The District shall annually advertise upcoming vacancies, as well as the qualifications for membership, to encourage applications to serve on the Council. In making appointments, the Board of Trustees shall consider, but is not limited to, written applications that are submitted by any eligible person desiring to serve on the Council.
5. The Superintendent will assign two (2) administration personnel who shall serve in a non-voting capacity as resources to the Council. One of the duties of said support administrative personnel is to advise the Board at any time the composition of the Council is failing to meet the mandates of State law or District policy.
6. The Board will review the status of the committee on an annual basis.
7. Minutes will be maintained of all Council meetings, and copies of said minutes will be provided to the Board.
8. The Council shall meet in October of each year to elect a Chairman and a Co-Chairman.

Section 2.2 Term. The original fourteen (14) council members appointed by the Board of Trustees in calendar year 2009 shall be appointed for either a one-year or two-year term. The term of each council member shall be determined by drawing names from a hat. The first seven (7) members drawn from the hat shall serve a two-year term and the remaining seven (7) member shall serve a one-year term. After the conclusion of the term of the initial committee members, all members shall be appointed for two-year terms. Members may be eligible for reappointment to serve additional terms.

Section 2.3 **Compensation**. Council shall not receive any salary or compensation for their services as members.

Section 2.4 **Resignations**. Any Council member may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or if no time be specified, at the time of its receipt by the Chairperson.

Section 2.5 **Attendance**.

1. Unexcused absences shall be defined as a Council member's failure to give notification of absence to the designated administrative representative. Further, if a Council member fails to attend three consecutive regular and/or called meetings, their absences shall be considered unexcused and said member shall consider resignation.
2. Should a Council member determine they can no longer serve or find they cannot attend the meetings regularly, then said member should make that decision known by giving written notice of resignation to the Council Chair.

Section 2.6 **Roles**.

1. Council members shall form a well developed, structured, trained, and cooperative group which functions effectively and serves its purpose.
2. The Council is not a forum for personal agendas, beliefs, or special interest groups.
3. **Chairpersons**. The Council shall meet in October of each year to elect a Chairman, a Co-Chairman, and a Secretary. The Co-Chairman shall preside over the meetings in the absence of the Chairman. **At the discretion of the Council, the Secretary may be one of the administrative personnel assigned to assist the Council under Article II, Section 2.1 (5).**
4. **Secretary**. The elected Secretary will take and distribute minutes.
5. **Committees**. The Council will determine the need for committees based upon the complexity of the issues and will be formed as the need arises. Council members shall elect to be a part of at least one committee during their term and may elect to serve on more than one committee as their interest appears. Each committee shall elect a spokesperson who will organize the committee to meet and lead discussion on the committee matter(s). Each committee shall do their best to dispense with committee business in an orderly and timely fashion. Committees should be formed upon the need of the following:

- a. current district issues;

- b. priority topics based on legislation; and
- c. bylaw amendments.

ARTICLE III

MEETING AND CONDUCT OF BUSINESS

Section 3.1 **Meetings.** The council shall meet for an organization meeting in August of each year. Meetings shall be conducted a minimum of four (4) times per school year, but may be held more frequently whenever called by the Chairperson or by a majority of the Council. Agendas are set according to topics previously placed on the Council's action calendar.

Section 3.2 **Notice.** Notice of the meetings and a meeting agenda shall be provided by the administrative personnel in writing or by telephone at least one week prior to the meeting.

Section 3.3 **Quorum.** A majority of the members with voting power shall constitute a quorum for the purpose of conducting the business of the Council.

Section 3.4 **Voting.** Any action by the Council shall require a quorum and the affirmative vote of the majority of all voting members of the Council that are present. 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 those members present. Each member shall be entitled to one vote per item.

Section 3.5 **Procedure.** The Council shall meet in October of each year to establish procedural guidelines for the upcoming year and to place agenda topics on the year's action calendar.

a. Committee spokesperson(s) shall give a complete status report to the Council at each regular meeting until the committee is ready to present a final recommendation to the Council. The Council shall then choose to vote on same or request further information prior to presentation of the Council's recommendations to the school board.

ARTICLE IV

EFFECTIVE DATE, AMENDMENTS

Section 4.1 **Effective Date**. These Bylaws shall become effective upon the approval by the ECISD Board of Trustees.

Section 4.2 **Amendments to Bylaws**. These Bylaws may be amended only with the approval of the Board.