

School Health Advisory Council (SHAC) Medina Valley Independent School District

Mission Statement

“The mission of the Medina Valley ISD School Health Advisory Council is to assist the District to ensure the community values and health issues are reflected in the curricula, programs, and policies and assist in the promotion of healthy lifestyles and a healthy learning environment to the students and staff of Medina Valley ISD.”

Purpose/Goal

The purpose/goal of the Medina Valley ISD SHAC is to advise Medina Valley 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 Texas Education Code 28.004 for specific objectives and duties assigned.

School Health Advisory Council Bylaws

Article I: Authority

Section One: Statute and Policy. Each school district in the State is required in Chapter 28.004 of the Texas Education Code, to establish and maintain a district level school health advisory council. The School Health Advisory Council of the Medina Valley 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 SHAC to establish and amend the Bylaws.

Article II: Responsibilities

According to state law, the SHAC shall have the following responsibilities:

- A. To provide recommendations to the Board of Trustees regarding health education curriculum and a coordinated school health program through coordination of health education; physical education and physical activity; nutritional services; parental involvement; and instruction to prevent the use of tobacco.
- B. To provide recommendations to the Board of Trustees on appropriate grade levels and methods of instruction for human sexuality instruction.
- C. To provide recommendations to the Board of Trustees on the number of hours of instruction to be provided in health education.
- D. To recommend strategies for integrating the curriculum components with the following elements in a coordinated school health program for the district:

- a. school health services;
 - b. counseling and guidance services;
 - c. a safe and healthy school environment; and
 - d. school employee wellness.
- E. To assist the school district in any other capacity that falls within the guidelines of health, wellness or physical activity of our students.

Article III: Membership

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

- A. Each member will serve a one-year term and may serve in subsequent years.
- B. Parents must live within the district, not be employed by Medina Valley ISD and must be a custodial parent or guardian of a student currently enrolled in this district school.
- C. The Board of Trustees may also appoint one or more persons from each of the following groups: public school teachers; public school administrators; district students; health care professionals; the business community; law enforcement; senior citizens; the clergy; nonprofit health organizations; and local domestic violence programs.
- D. The SHAC desires at least one parent member from each campus's wellness team or PTO.
- E. Membership of the SHAC will strive to reflect the geographic, ethnic, gender and economic diversity of the district.
- F. The district's Health Services Coordinator, Food Service Director, Nurses, PE coaches, elementary PE teachers, and either a campus counselor, or vice-principal shall be standing members, without term limitations.
- G. All members will be approved by the school board prior to the November SHAC meeting for approval.

Article IV: Chairman of SHAC

The SHAC may elect a Chair, Co-Chair, and Secretary, each to serve 1 year terms. Officers will be selected at the last SHAC meeting of the school year, installing them at the first meeting of the SHAC in the following school year.

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 person to take minutes if secretary is not present or was not appointed
- 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 the Board of Trustees for approval

Article V: Meetings

Section One: SHAC meetings will be held with minutes maintained in the Medina Valley ISD SHAC Webpage.

Section Two: Regular meetings will be held no less than quarterly in the months of September, November, February, and April, or as close to these months as possible.

Section Three: Special meetings may be called by the School Health Advisory Council chairperson.

Section Four: Voting

Formal recommendations require a motion, second, and a vote by current members only. Majority of members present at meeting rules.

Section Five: Attendance

Member attendance shall be monitored by the Chairman and or Co-Chairman, who shall work with members to try and resolve any attendance problems. 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 and it will be maintained in the district's SHAC notebook.

Article VI: Committees

Section One: Committees formed as necessary and shall meet outside of the regularly scheduled meetings as necessary.

Section Two: Committee Chair shall be selected for each committee and will report back to SHAC at next appropriate meeting.

Article VII: Executive Committee

Section One: Membership

Shall consist of current chair, co-chair, and secretary.

Section Two: Responsibilities

The responsibilities of the Executive Committee shall be to:

- A. Collaborate in advance of scheduled meetings to develop the agenda.
- B. Provide other assistance as requested in accordance with the SHAC authorizing statute, District policy, and the direction of the Board of Trustees.