



Quitman ISD SHAC Bylaws

ARTICLE I: Name

The name of this group shall be the Quitman ISD School Health Advisory Council

ARTICLE II: Purposes

The purposes of this group are stated in the following statements:

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

Vision Statement: The vision of the Quitman ISD SHAC is to promote healthy physical, mental, social and emotional attitudes and behaviors that can be incorporated as lifelong habits.

ARTICLE III: Membership

The Board of Trustees shall appoint members to the local school health education advisory council. The majority of the members must be persons who are parents of students enrolled in the district and who are not employed by the district. The Board of Trustees also may appoint one or more persons from each of the following groups or a representative from a group other than those mentioned: public school teachers, administrators, district students, healthcare professionals, business community, law enforcement, senior citizens, clergy and nonprofit health care organizations.

The council shall consist of no less than 7 people.

Eligibility Criteria: To be eligible to serve on the council, a person must have children who attend Quitman ISD, work for Quitman ISD, or are employed with an organization that assists the community of Quitman. The individual must have a strong commitment to the purpose of the council, and a strong desire to attend and participate in the meetings.

Meeting Attendance: SHAC members will be required to attend a minimum of 2 out of the 4 required meetings per year.

Selection: SHAC members shall be selected on recommendations by other council members, community members or school personnel.

Resignation: If for any reason a council member is unable to fulfill the obligation to the council, he/she may resign with written notice to the chair giving the council at least 30 days to find a replacement.

ARTICLE IV: Meetings

Council meetings will be held at least four times per year on designated days. The meetings will be held at the H/HS Library, from 4:00 – 5:00 pm

A quorum will be the members present at the meeting.

ARTICLE V: Officers

The officers of the council shall be two co-chairpersons. One co-chairperson representing the school district and the other a parent. The District co-chairperson shall facilitate the meeting. In case of absence the parent co-chair will preside. An appointed SHAC secretary shall be responsible for keeping the minutes of the meeting and distribution of the meeting notification, agenda and the previous meeting minutes.

ARTICLE VI: Committees

Committees shall be formed on an as needed basis by volunteers or by appointment.

ARTICLE VII: Voting Procedures

A simple majority of the members present at the meeting is needed to approve the motion.

ARTICLE VIII: Communication

News and events will be posted on the Quitman ISD Website, local newspapers and campus communications. Minutes of the meetings will be kept on file in the Quitman ISD Assistant Superintendent's office. Notification of meetings will be sent by e-mail unless otherwise specified by committee member. The Annual Report to the Board of Trustees will be submitted by either the Assistant Superintendent or the District Co-Chair of the School Health Advisory Council.

ARTICLE IX: Amendments

The procedure for making changes to the by-laws shall be a majority vote of the member present.