

**BANDERA INDEPENDENT SCHOOL DISTRICT
HEALTH ADVISORY COUNCIL
BY-LAWS
(amended 9-30-09)**

ARTICLE I. NAME AND LOCATION

The name of this organization shall be the Bandera Independent School District Health Advisory Council, herein referred to as “the Council.” The Council is located in Bandera County, Texas.

ARTICLE II. MISSION

The mission of this council is:

To promote a healthy lifestyle for students, faculty, and community through education.

To encourage healthy values, wellness awareness, physical fitness, emotional well-being and a safe school climate for the students of Bandera Independent School District.

To develop a comprehensive health plan, that enables students to become more successful learners and productive citizens.

To raise awareness of community health issues and information about health care.

To evaluate school district health education and health services.

To make sure that district curriculum meets Texas Education Agency regulations and is consistent with community standards.

ARTICLE III. ELIGIBILITY & MEMBERSHIP

The Council shall consist of 7 to 15 members to be appointed by the Bandera Independent School District Board of Trustees.

A majority of the members must be residents of Bandera County or employees of the Bandera Independent School District.

The Council membership shall be composed of members of the various groups and segments of the population so as to represent the School District as a whole. Suggested members include: parents, students, faculty, school board members, community members, health care professionals (medical, dental, public) & school district administrators.

ARTICLE IV. BOARD TERM

Council terms will be for two (2) years for parents, faculty, community members, administrators and health care professionals. Student members of the council will serve for one (1) year. In order to avoid the possibility of an entirely new Council after the first two years, the Council will draw lots, half serving one (1 year) and the other half serving two (2) years. Terms will be for two years from then on.

Written notice of resignation from the council shall be requested.

Three absences in a row will be deemed as resignation unless there are extenuating circumstances and the Council has been notified.

Vacancies will be filled by the Bandera Independent Board of Trustees in accordance with the by-laws.

The Superintendent and School Board shall be exofficio members of the Council.

The Director of Special Programs will serve the Council in an advisory capacity.

ARTICLE V. OFFICERS AND DUTIES

There shall be the following officers serving the Council:

Chairman – The Chairman shall preside at all meetings and take the initiative in presenting such policies, actions and procedures as deemed necessary. The Chairman shall also be an exofficio member of each committee of the Council.

Co-Chairman – The Co-Chair shall, in the event of the absence of the Chairman, perform the duties of the Chairman. In addition, the Co-Chair shall perform such other duties pertaining to the said office as are delegated by the Council. The Co-Chairman, in the event of the resignation of the Chairman, shall fill the unexpired term.

Secretary – The Secretary shall keep the minutes of the meetings of the Council; give notice in accordance with the provisions of the bylaws or as required by law, be custodian of the Council records; perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him by the Chairman or by the Council.

Executive Committee – The foregoing officers shall constitute the Executive Committee of the Council and shall, in the event of necessity or emergency, act for the Council.

Election of Officers - Officers shall be elected for a period of one (1) year and may serve one consecutive term. The election shall be by majority vote of the Council and shall be held at the May meeting. The term of office shall be from June 1st through May 31st of each year. Unexpired terms, other than Chairman, shall be filled by appointment by the Executive Committee.

Any officer or member elected or appointed by the Council, may be removed by the Council by majority vote whenever in its judgment the best interest of the Council would be served thereby.

ARTICLE VI. FISCAL YEAR

The fiscal year of the Council shall be from June 1st to May 31st.

ARTICLE VII. MEETINGS

The Council shall have meetings ~~three~~ four times a year. These meetings shall be in the months of January, May, November and September. Meetings will be the last Wednesday of the month from 8 AM until 9 AM and will be held at the ~~Texas State Health Department~~ BISD Administration Bldg. located in Bandera, Bandera County. In case of a holiday, meetings may be rescheduled.

Special meetings may be called by the Chairman or by any three (3) members of the Council as the need may arise. The purpose of any special meeting must be stated in the call and no other business shall be conducted at special meetings.

All notice of meetings must be posted at the Bandera Independent School District Administration Office and on all Bandera Independent School District campuses one week prior.

ARTICLE VIII. PARLIAMENTARY PROCEDURES

Robert's Rules of Order, Revised, shall govern all proceedings except where inconsistent with the provisions of the by-laws.

ARTICLE IX. QUORUM

A majority of the Council members shall constitute a quorum for the transaction of all business. Robert's Rules of Order, Revised, shall govern parliamentary procedure of the Council. The Co-Chairman shall serve as parliamentarian in the event of need.

ARTICLE X. COMMITTEES

Committees will be appointed by the Chairman of the Council as needed. They may be ad hoc or standing. The SHAC Committee shall have one standing sub-committee on School Safety and Title IV Planning.

ARTICLE XI. AMENDMENTS

These by-laws may be amended by a quorum of the members present at any regular meeting, provided that any proposed amendment or deletion shall be submitted, in writing, to all members at the regular meeting prior to a vote on such proposed amendment or deletion.

ARTICLE XII. BY-LAWS

Each Council member will be furnished with a copy of these by-laws at the time they become a member of the Council.

ARTICLE XIII. PROXIES

Signed and dated proxies will be accepted by the Secretary before the meeting date for the purpose of voting for by-law amendments and/or elections.

(Revised September 2009)