



Frankston ISD School Health Advisory Council (SHAC)

Vision, Mission, and Bylaws

Article I: Name and Purpose

Section 1: Name

The name of the organization shall be Frankston ISD School Health Advisory Council (FISD SHAC)

Section 2: Purpose

The Frankston ISD School Health Advisory Council (SHAC) is a group of individuals from different areas of the community and school district that are mandated by the Texas Education Code, Section 28.004, authorized by the FISD Board of Trustees, and guided by the FISD SHAC bylaws. The purpose of the SHAC is to provide recommendations the FISD Board of Trustees on coordinated school health programming and its impact on the student health and learning. It is important that SHACs review and recommend policies, procedures, strategies, and curriculum options with care. Recommendations to the school board should include: (1) an understanding of the community's values, (2) evidence of effectiveness, (3) consideration of the fiscal impact to the district and (4) the school-community's needs. The most effective SHACs create recommendations that speak to the Whole School, Whole Community, Whole Child (WSCC) approach to health and learning (School Health Advisory Council: A Guide for Texas School Districts, pg. 4). The SHAC conducts their work in accordance with Title 2, Chapter 28, Section 28.004 of the Texas Education Code.

Frankston ISD SHAC Bylaws represent statutory requirements and best practices from: [School Health Advisory Council: A Guide for Texas School Districts](#)

Statute specifies that SHACs must recommend curriculum material for the following physical and mental health topics: obesity prevention, cardiovascular disease, Type II diabetes, suicide, opioid addiction and abuse, human sexuality, child abuse, family violence, dating violence, and sex trafficking.

The SHAC will make recommendations to the district on topics relating to health and the health education of FISD students and FISD employees. In advising the district, the SHAC will be guided by the 10 components of coordinated school health as identified by the Centers for Disease Control and Prevention, the National Association of State Boards of Education, the National Association of School Boards, and the American Cancer Society. These include 1. PE and Physical Activity 2. Nutrition, Environment, and Services 3. Health Education 4. Social and Emotional Climate 5. Physical Environment 6. Health Services 7. Counseling, Psychology, and Social Services 8. Employee Wellness 9. Community Involvement. 10. Family Engagement

CDC health Schools Whole School, Whole Community, Whole Child Model:
<https://www.cdc.gov/healthyschools/wsc/index.htm>



Article II: Vision and Mission Statements

Section 1: Vision Statement

The Frankston ISD (FISD) SHAC envisions an environment that allows students to reach their full personal, health and academic potential.

Section 2: Mission Statement

The mission of the FISD SHAC is to promote and advocate for a healthy school community through a WSCC approach that ensures all children will graduate with the knowledge and skill to maintain a healthy lifestyle throughout their life.

Article III: Membership and Accountability

Section 1: Membership

In Texas, a district school board must appoint at least five members to the SHAC. In compliance with TEC Section 28.004, the majority of the Council will be parents of students currently enrolled in FISD, who are not employed by FISD. The members should be a representation of the views of the community, parents, students, members from the medical community, and other interested citizens. Membership of the SHAC will reflect the demographic, ethnic, and economic diversity of the school district. It will include both males and females. SHAC membership shall range between 10-20 members. Members should have a strong commitment to the health and well-being of the community, students, and staff of FISD. All members shall serve terms between one and three years. Terms are also dependent on the persons willingness to serve. A member may serve more than one term if re-appointed by the Board of Trustees. SHAC members may be removed at any point by Board of Trustees based on the recommendation of the SHAC Chair, SHAC facilitator, and FISD CSH Leadership team.

Section 2: Accountability

The SHAC will give written report of their recommendations to the FISD Board of Trustees annually. The Chairman of the SHAC must be a parent and can Co-chair with the Coordinated School Health Leadership Team or another parent.

Article IV: Officers

Section 1: The Chair

The FISD SHAC Chair will be a parent or guardian that meets the guidelines as listed in Article III (membership). The Chair presides at all meets of SHAC unless absent. If absent, the Co-chair will preside. The Chair appoints committees as necessary and presents the annual report to the Board of Trustees annually.

Section 2: Co-Chair

Created August 2022

Adopted September 1, 2022



The FISD SHAC Co-Chair will be a parent or guardian that meets the guidelines as listed in Article III (membership). The Co-Chair will preside in the absence of the Chair. The Co-Chair will assist the Chair in responsibilities.

Section 3: Secretary

The FISD Secretary will preside if both the Chair and Co-Chair are absent. The Secretary prepares meeting reminders, minutes, and other communications to be sent to the SHAC members. The Secretary also assists in the development and submission of the SHAC's report to the Board of Trustees annually.

Section 4: SHAC Facilitator

The FISD SHAC Facilitator is an employee of FISD and is not a voting member. He/she arranges for adequate facilities and staff support are secured for meetings. He/she provides members and support staff with agendas and background materials for meetings. He/she is the custodian of SHAC records and provides support in the development and submission of the SHAC report annually. He/she also provides other assistance as needed in accordance with state regulations, district policy and the direction of the Board of Trustees.

Section 5: Coordinated School Health (CSH) Leadership team

The Coordinated School Health (CSH) Leadership team is composed of representatives from administrators, the school nurse, counselors, PE, food services, campus crisis teams, and classroom teachers involved in integrating health on each campus. These groups meet to plan and implement goals and objectives to strengthen to overall school health program, but it is the SHAC who reports to the Board.

Section 6: FISD Board Representative

An FISD Board Representative may be assigned to SHAC. The role of the representative is to observe without a vote in the deliberations and activities of the SHAC. The Board Representative shall not speak on behalf of the Board of Trustees. He/she may be an active participant in discussions and may provide updates to the Board of Trustees. However, these updates may not supplant the annual report to the Board of Trustees.

Article V: SHAC Voting

Voting procedures determine how members cast their vote on issues. When majority of members attend, there will be a quorum. Quorum must be established to vote, and all action items must be approved by a simple majority of all SHAC members present at the meeting. Meetings may be held without a quorum for presentations, research, or discussion but voting may not take place without a quorum.

The following process will be used to make a motion and vote:

1. *Motion*: A member rises or raises a hand to signal the chairperson.
2. *Second*: Another member seconds the motion.
3. *Restate motion*: The chairperson restates the motion.
4. *Debate*: The members debate the motion.



5. *Vote:* The chairperson restates the motion, and then first asks for affirmative votes, and then negative votes.
6. *Announce the vote:* The chairperson announces the result of the vote and any instructions.

Article VI: Meetings, Minutes, and Sign in Sheets

The SHAC will meet a minimum of four times a year.

The date, time and place for the meetings will be established by the chair with the assistance of the SHAC facilitator and will be posted at the central administration office of each campus, and on the school website at least 72 hours prior to the meeting.

The meeting minutes will be prepared by the SHAC Secretary. Meetings will be audio recorded. Both the meeting minutes and audio recordings are to be submitted to the District within 10 days after the meeting. At least two days prior to the meeting, an email or phone call reminder should be sent by the SHAC Secretary to the SHAC members. Meetings will start and end on time. The SHAC may need to set a new meeting time if members arrive late or do not attend. Copies of the meeting minutes and sign in sheets should be kept by the Superintendent or designee after the meetings.

Two public meetings will be held before adopting recommendations on curriculum related to human sexuality instruction, child abuse, family violence, dating violence, and sex trafficking. The SHAC will provide the adopted recommendations to the FISSD Board of Trustees.

Article VII: Amendments to Bylaws

These by-laws may be amended on approval by two thirds of the council members present and voting and officially constituting a quorum.