

Holland ISD School Health Advisory Council Bylaws

Article I: Name and Purpose

Section 1 - Name

The name of the organization shall be Holland ISD School Health Advisory Council. This organization is commonly referred to as SHAC or HISD SHAC.

Section 2 - Purpose

HISD SHAC is organized for the purpose of establishing and maintaining a School Health Advisory Council authorized by the HISD Board of Trustees following the requirements set forth by Chapter 28.004 of the Texas Education Code and guided by the HISD SHAC bylaws. Chapter 28.004 states, “The board of trustees of each school district shall establish a local school health advisory council to assist the district in ensuring that local community values are reflected in the district’s health education instruction.” The SHAC is created to support a school environment that nurtures physical, mental, emotional, and social health so that all students are able to learn at their highest potential.

Section 3 - Limitations

The SHAC shall be an advisory body and shall serve to provide guidance, counsel, and other assistance to the Board of Trustees. The SHAC shall have no power to expend public funds, enter into contracts, or otherwise place an obligation or liability upon the district. Other health-related district and campus recommendations may be made by the SHAC as appropriate.

Article II: Membership

Section 1 - Composition

The board of trustees shall appoint at least five members, but no more than 15 members, to the school health advisory council with the following mandates:

- School employee members will include:
 - School Nurse
 - PE Teacher or Coach
 - Cafeteria Manager
 - District Representative
- A majority of the SHAC members must be parents/guardians of students enrolled in the district and who are not employed by the district.
 - One of these members shall serve as co-chair of the council.
- The District Representative shall be a non-voting advisory member and shall serve as the co-chair of the council.

- Members will be appointed based on recommendations by council members, community members, and school personnel.
- SHAC will strive to reflect the geographic, ethnic, gender, and economic diversity of the district.
- Members should have a strong commitment to the health and well-being of students, staff, and community members.
- Members may include School Board members as non-voting advisory (ex officio).
- The board of trustees also may appoint one or more persons from each of the following groups:
 - classroom teachers employed by the district;
 - school counselors certified under Subchapter B, Chapter 21, employed by the district;
 - school administrators employed by the district;
 - district students;
 - health care professionals licensed or certified to practice in this state, including medical or mental health professionals;
 - the business community;
 - law enforcement;
 - senior citizens;
 - the clergy;
 - nonprofit health organizations;
 - local domestic violence programs;
 - other.

Section 2: Terms of Service

The term of service for a member shall be one year, beginning with the first meeting of the school year. Trustees may approve members to serve multiple terms.

Section 3: Attendance

All members are expected to attend at least 2 out of the 4 regular meetings and serve on committees, as needed.

Section 4: Resignation

Any member of SHAC who wishes to resign must do so in writing to the current chair. When a member of SHAC resigns, the vacated position must be filled as soon as possible.

Article III: Officers

Section 1: Parent Co-Chair

The parent Co-Chair of the SHAC shall be a parent of a student(s) enrolled in the District, who is not employed by the District. SHAC members elect a parent Co-Chair, who serves a term of one year. The Parent Co-Chair may be selected to serve three consecutive terms as agreed upon by SHAC members. Should the Parent Co-Chair resign or be removed, the SHAC shall at its next meeting nominate and elect a new Parent Co-Chair.

The Parent Co-Chair shall:

- preside at meetings when District Co-Chair is absent;
- assist the District Co-Chair in their duties to facilitate meetings;
- keep records;
- maintain membership; and
- other matters.

Section 2: District Co-Chair

The District Co-Chair of SHAC shall be the Director of Student Services. Because this role has been assigned by the District, the District Co-Chair shall serve indefinitely as long as that person maintains their role within the District. Should the District Co-Chair resign or be removed, the Parent Co-Chair will uphold their duties until which time the District hires a replacement for the District Co-Chair.

The District Co-Chair shall:

- preside at meetings;
- maintain working drafts and master copies of SHAC recommendations;
- maintain membership and subcommittee lists;
- be responsible for agendas and minutes
- post on the SHAC page of the District's website;
- develop and present SHAC's annual report to the Board of Trustees; and
- other matters.

Article IV: Committees

Section 1: Standing Committee

In accordance with TEC §28.004, the SHAC will establish, by asking for volunteers, and maintain a physical activity and fitness planning subcommittee, whose purpose is to consider issues relating to student physical activity and fitness and make policy recommendations to increase physical activity and improve fitness among students. The SHAC may choose to establish and maintain for any period of time a subcommittee for discussion, deliberation, and recommendation of matters to the full body of the SHAC. Membership on subcommittees is not limited to SHAC members. Broad community representation of subject-matter experience is sought for all committees.

Section 2: Executive Committee

The Executive Committee shall consist of the Co-Chairs. The responsibilities of the Executive Committee shall be to: determine the schedules for all meetings of the full SHAC, set the agendas for all meetings of the full SHAC, establish or alter subcommittees, receive recommendations from subcommittees to be addressed by the full SHAC, and recommend amendments to the bylaws.

Section 3: Other Committees

The Executive Committee will form other committees on an as-needed basis. Members for these committees will be volunteers. Membership on subcommittees is not limited to SHAC members. Broad community representation of subject-matter experience is sought for all committees.

Article V: Responsibilities

The SHAC's responsibilities include recommending:

- the number of hours of instruction to be provided in:
 - health education in kindergarten through grade eight; and
 - if the school district requires health education for high school graduation, health education, including physical health education and mental health education, in grades 9 through 12;
- policies, procedures, strategies, and curriculum appropriate for specific grade levels designed to prevent physical health concerns, including obesity, cardiovascular disease, Type 2 diabetes, and mental health concerns, including suicide, through coordination of:
 - health education, which must address physical health concerns and mental health concerns to ensure the integration of physical health education and mental health education;
 - physical education and physical activity;
 - nutrition services;
 - parental involvement;
 - instruction on substance abuse prevention;
 - school health services, including mental health services;
 - a comprehensive school counseling program under Section [33.005](#);
 - a safe and healthy school environment; and
 - school employee wellness;
- appropriate grade levels and methods of instruction for human sexuality instruction;
- strategies for integrating the curriculum components specified above with the following elements in a coordinated school health program for the district:
 - school health services, including physical health services and mental health services, if provided at a campus by the district or by a third party under a contract with the district;
 - a comprehensive school counseling program under Section [33.005](#);
 - a safe and healthy school environment; and
 - school employee wellness;
- if feasible, joint use agreements or strategies for collaboration between the school district and community organizations or agencies;
- strategies to increase parental awareness regarding:
 - risky behaviors and early warning signs of suicide risks and behavioral health concerns, including mental health disorders and substance use disorders; and
 - available community programs and services that address risky behaviors, suicide risks, and behavioral health concerns;
- appropriate grade levels and curriculum for instruction regarding the dangers of opioids, including instruction on:

- opioid addiction and abuse, including addiction to and abuse of synthetic opioids such as fentanyl; and
- methods of administering an opioid antagonist, as defined by Section [483.101](#), Health and Safety Code; and
- appropriate grade levels and curriculum for instruction regarding child abuse, family violence, dating violence, and sex trafficking, including likely warning signs that a child may be at risk for sex trafficking, provided that the local school health advisory council's recommendations under this subdivision do not conflict with the essential knowledge and skills developed by the State Board of Education under this subchapter.

Article VI: Decision Making

Members shall attempt to reach decisions by consensus. However, if a clear consensus cannot be obtained, members shall reach a decision by majority vote. Proxy voting shall not be permitted. However, members in virtual attendance may vote.

Article VII: Meetings

Section 1: Frequency and Posting

The SHAC will meet at least four times per school year. Additional meetings will be held at the District co-chairs' discretion. In compliance with TEC [§28.004](#), for each regular meeting:

- At least 72 hours before the meeting:
 - post notice of the date, hour, place, and subject of the meeting on a bulletin board in the central administrative office; and
 - ensure that the notice is posted on the district's Internet website.
- prepare and maintain minutes of the meeting that state the subject and content of each deliberation and each vote, order, decision, or other action taken by the council during the meeting;
- make an audio or video recording of the meeting;
- not later than the 10th day after the meeting, submit the minutes and audio or video recording of the meeting to the district; and
- as soon as practicable, the school district shall post the minutes and audio or video recording on the district's Internet website.

The dates and agendas will be established by the Executive Committee.

Section 2: Open Meetings

Every regular, special, or called meeting of the SHAC shall be open to the public, except as provided by Texas Government Code §551.

Section 3: Special Meetings

Special meetings may be called by the District Co-Chair in order to fill vacancies or for subjects requiring any special vote or discussion.

Section 4: Rules

The SHAC shall conduct its meeting according to Robert's Rules of Order when not in conflict with Texas law or the bylaws.

Article VIII: Communication

Section 1: Board of Trustees Annual Report

The SHAC District Co-Chair shall submit to the Board of Trustees annually a written report that includes:

- any council recommendation concerning the school district's health education curriculum and instruction or related matters that the council has not previously submitted to the board;
- any suggested modification to a council recommendation previously submitted to the board;
- a detailed explanation of the council's activities during the period between the date of the current report and the date of the last prior written report; and
- any recommendations made by the physical activity and fitness planning subcommittee.

Section 2: Communication with the Public

SHAC will maintain a page on the District website and may utilize other media as an avenue of communication. Minutes of the SHAC meetings will be posted on the SHAC page of the District website.

Article IX: Adoption and Amendments of Bylaws

Section 1: Adoption

These bylaws shall become effective and binding upon the SHAC immediately upon their adoption. A two-thirds majority vote of the SHAC shall be required for adoption of these bylaws.

Section 2: Amendments

These bylaws may be rescinded or amended at any regular meeting of the SHAC upon recommendation of the Executive Committee. Notice of proposed amendment shall be included in the agenda for the meeting when the vote shall take place. A simple majority vote of the members present shall be required for such action.

Adopted: January 21, 2026