

ATTACHMENT F.

ADVISORY COMMITTEES TO THE ALEXANDRIA SCHOOL BOARD

SCHOOL HEALTH ADVISORY BOARD

BY-LAWS

REGULATIONS GOVERNING SCHOOL HEALTH SERVICES

The School Health Services Program seeks to strengthen and facilitate the educational process by improving and protecting the health of children and by identification and assistance in the removal or modification of health related barriers to the learning process for individual children.

The major focus of school health services is the prevention of illness and disability, and the early detection and correction of health related problems.

MISSION

The mission of the School Health Advisory Board (SHAB) is to assist with the development of health policies in the school division and the evaluation of the status of school health, health education, the school environment and health services.

PREFACE

The Advisory Committee By-Laws have been created to assist the staff, parents and community members of Alexandria City Public Schools in their roles and interactions with the School Health Services Program.

Section 22.1-275.1 of the *Code of Virginia* provides guidance to school divisions about establishing SHABs to assist with the development of health policies and with the evaluation of school health programs and services. It is intended that the local school board receive recommendations of the school health advisory board procedures relating to children with acute or chronic illnesses or conditions, including, but not limited to, appropriate emergency procedures for any life threatening conditions and designation of school personnel to implement the appropriate emergency procedures. The procedures relating to children with acute or chronic illnesses or conditions shall be developed with due consideration of the size and staffing off the schools within the jurisdiction.

MEMBERSHIP

1) The Code of Virginia establishes specific requirements for the number of the SHAB members, which shall consist of no more than twenty members to include broad-based community representation including but not limited to, parents, students, health professionals, educators and others. Membership in Alexandria City Public Schools' SHAB continues to be diverse among parents, students, health professionals and community groups. Members shall be appointed by the Alexandria City Public School Board.

2) Members must attend 75% of meetings held to maintain active membership status.

BOARD OFFICERS

- 1) Chairperson
- 2) School Board Liaison

MEETINGS

- 1) The School Health Advisory Board shall meet at least semi-annually between September and June. A schedule of meeting dates and times are determined no later than the first SHAB meeting of each school year.
- 2) The first meeting shall be convened no later than October of each school year.

OPERATIONS AND PROCEDURES

- 1) Topics explored and discussed by the School Health Advisory Board shall reflect current conditions and latest research findings on various school health-related issues.
- 2) Coordinate presentations and consult with local and regional agencies that may have an impact on the School Health Services Program.
- 3) Facilitate committee discussions and serve on subcommittees when recommendations come before the advisory committee.
- 4) The School Health Advisory Board shall forward to the School Board a report of committee activities and recommendation with supporting documents no later than July 1st of each year.

EXCEPTIONS

The School Board may make exceptions to these practices and procedures as it deems appropriate.

Adopted by SHAB: March 17th, 2016

Approved by School Board: July 5, 2016