

BY LAWS

PRINCE GEORGE'S COUNTY SCHOOL WELLNESS COUNCIL

ARTICLE I: NAME AND BACKGROUND

SECTION A: NAME

The name of this organization shall be the Prince George's County School Wellness Council.

SECTION B: BACKGROUND

In 1973, the Maryland State School Health Council, in its advisory role to the Maryland State Department of Education and the Maryland Department of Health and Mental Hygiene, first developed guidelines for local school health councils. The guidelines provided direction for local health and education agencies to plan and coordinate their comprehensive school health programs pursuant to the state school health law, now re-codified as Education Article 7-401 et.seq. These guidelines were developed to meet the needs of local jurisdiction and the current school practice. In 1998, the guidelines were revised to address the expanded school health program, the changing needs of school health, and the new support systems for school health at the state and local level.

In 1991, the mandate of Education Article 7-401 (h), to promulgate joint state standards and guidelines, was finally implemented in the Education Bylaw, COMAR 13A.05.05.05-.15.Section.13A of this bylaw mandated each local superintendent and health officer, assisted by the Maryland State School Health Council, to establish a local school health council. Compliance with these regulations was required by September 1, 1995. This regulation has encouraged the formation of local councils, but local health and education agencies frequently request guidance and assistance in the establishment and continuation of their local councils.

The most effective tool for promoting coordinated comprehensive school health programs is the support of the local community. A local school health council is an advisory group composed of members representing broad segments of the community, including health, business, clergy, social services, parents, teachers, and school administrators. The group acts collectively to identify needs, review programs and policies, and generally provide advice to the local school system and health department on the school health program. A successful council will safeguard the health of school children and staff and promote the educational mission of the school system. It will also bring the community together to support school health.

ARTICLE II: PURPOSE

SECTION A: Legal Responsibility

The legal responsibility for the school wellness program rests with the Prince George's County Public Schools and the Prince George's County Health Department. This is provided in Article: Education, Section 7-401 of the Annotated Code of Maryland, which states:

1. Each county Board of Education with the assistance of the County Health Department shall provide adequate school health services, instruction in Health Education, and healthful school environment.
2. The State Department of Education and the State Health Department shall develop jointly public standards and guidelines for school health programs and offset assistance to county Boards of Education and Health Departments in their Implementation.

SECTION B: Specific Purpose

In order to accomplish the task of a coordinated school health program, the Council has adopted the following purposes:

1. To identify community health resources on behalf of the school health program.
2. To promote cooperation among Prince George's County Health Department, Prince George's County Public Schools and other community agencies.
3. To promote public-private partnerships for school health programs.
4. To act as a forum for discussion of health related problems and concerns.
5. To raise public awareness regarding coordinated school health programs.
6. To study policies, practices, and procedures related to the school health program and to make recommendations to the Superintendent/CEO of Schools and the Prince George's County Health Officer.

SECTION C: Functions

1. The Council will serve in an advisory capacity to the Superintendent/CEO of Schools and the Prince George's County Health Officer.
2. The Council will promote research, evaluation, and planning for future developments in the school health program.

ARTICLE III: MEMBERSHIP

Section A: Membership

The membership of the Council shall consist of:

- 1) the PGCPs Superintendent's/CEO's designee,
- 2) the PGC Health Department/Health Officer's designee,
- 3) a representative of the Prince George's County Recreation and Parks,
- 4) a representative of Prince George's Community College,
- 5) a representative of the Prince George's County P.T.A. Council,
- 6) a clinician practicing in the School based Wellness Centers,
- 7) at least eight (8) experts representing components of the Whole Community Whole Child (WCWC)
- 8) a Prince George's County Student representative, and
- 9) a Prince George's County Board of Education Member.

Other community agencies, non-profits, academic institutions, payers of care and business partners whose mission is in line with the purpose of the School Wellness Council shall be invited to attend as observers.

Members shall serve a two (2) year terms, subject to renewal by nomination (Chair and Co-Chair only) or simple majority vote of a quorum of Council members of those nominated to fill the fourteen (14) Council seats.

Section B: Privileges of Members

1. Each Council member shall have a single vote.
2. The Chairperson shall vote only to break a tie.
3. Alternates may be designated for regular members at least 3-5 business days in advance of a regularly scheduled meeting by communication to the Secretary of the Council.
4. Alternates will have the right to vote in the absence of regular members.

ARTICLE IV: OFFICERS AND THEIR ELECTION

Section A: Officers

The officers of the Council shall be a Chairperson (1), Co-Chairperson (1), Secretary (1) and Treasurer (1).

Section B: Chairperson and Co-Chair

The Chairperson and Co-chair shall be nominated as designated by PGCPs and the Health Department respectively for a two (2) year term, which is subject to renewal by nomination in March, bi-annually.

The Chairperson and Co-chair shall:

1. Assume duties in September of the following school year after nomination.
2. Preside at all meetings of the Council in an annual rotary fashion with the Co-Chair from PGCPs or County Health Department as appropriate;
3. Be an ex-officio member to all sub-committees of the School Wellness Council;
4. Establish committees as needed;
5. Call special meetings as needed
6. Cancel general meetings when necessary.

Section C: Secretary

The Secretary shall be nominated by March and elected for a two year term by a simple majority vote of the Council in May of each year, bi-annually.

The Secretary shall:

1. Assume duties in September of the following school year after election.

2. Draft an agenda for review and approval by the Chair and Co-Chair
3. Keep accurate minutes of each meeting and distribute them to the members of the Council at least on week prior to the subsequent meeting.
4. Maintain electronically and post to the Prince George's County School Wellness Council webpage.

ARTICLE V: MEETINGS

Section A: General Meeting

General Meetings will be planned to occur 5 times a year. The Council shall fix the meeting dates in May for the following school year for a total of five (5) per school year.

SECTION B: Special Meetings

Special meetings of the School Wellness Council shall be called at the discretion of the Chairperson and/or Co-chair, who will collaborate; coordinate, and communicate about the purpose of the meeting and provided that a written notice is given to members at least five (5) business days prior to the new meeting date.

SECTION C: Annual Meeting

The annual meeting shall be held in May of each year, at which time election of officers will take place.

SECTION D: Quorum

A simple majority of members present or attending by teleconference or videoconference shall constitute a quorum.