The Health Advisory Committee will meet twice annually. Tentative agendas for these meetings will be sent to all of the membership. Additional meetings may be called by the chairperson. The chairperson may invite individuals to participate in committee meetings on a non-voting basis for the purpose of consultation and providing expertise. Members of the general public must contact the chairperson if they wish to be put on the agenda. The committee will report to the Board annually, preferably each summer.

The committee will be chaired by the Assistant Superintendent of Educational Services.

The committee's membership will be composed of:

- Professional Educators –
  - The Director of Elementary/Middle School Education
  - The Director of Secondary Education
  - The Director of Pupil Services
  - Middle School or High School Administrator
  - Health Teacher from each middle school and high school
  - School Nurse serving elementary schools
  - School Nurse serving middle and high schools

- The Garrett County Health Department --
  - The Public Health Officer, or designee
  - Public Health Nurse
• Parent Representatives (Limited to a two-year term) --
  o 2 Elementary School Parents
  o 2 Middle School Parents
  o 2 High School Parents

• Student Representatives (Limited to a one-year term) --
  o Middle School Student
  o High School Student

• Community Representatives (Limited to a two-year term) --
  o Appointee of the Ministerial Association
  o Representative from Local Business

• Board of Education Member – ex-officio