

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: August 11, 2017

To: Principals, Grades 6-12

Subject: PARENTAL NOTIFICATION OF COMPREHENSIVE SEXUAL HEALTH AND HIV PREVENTION INSTRUCTION

Department and/or Persons Concerned: Principals, Vice Principals, Sexual Health Education Teachers, School Nurses, School Counselors, Science Teachers

Due Date: September 15, 2017

Reference: Administrative Procedure 4188; Site Operations Circular 1005; CA Healthy Youth Act (CA Education Code §§ 51930-51939)

Action Requested: Send Parent Notification Letter and call home to parents/guardians; Arrange for parent/guardian preview of materials; Complete and submit Sexual Health Education Parent Notification Verification Form

Attachment: Sexual Health Education Parent Notification Verification Form

Brief Explanation:

The California Healthy Youth Act ([CA Education Code §§ 51930-51939](#)) requires schools to notify parents of comprehensive sexual health instruction and to make materials available for parents to review. Schools shall notify the parent/guardian of this instruction at the beginning of each school year, or, for a pupil who enrolls in a school after the beginning of the school year, at the time of that pupil's enrollment. Notice shall be made no fewer than 14 days before the instruction is delivered ([§ 51938](#)).

The Parent Notification Letter explains to the parent/guardian that:

1. Every parent/guardian will be provided the opportunity to preview the curriculum and that written and audio-visual educational materials used in comprehensive sexual health education are available for inspection at the school.
2. The comprehensive sexual health education will be provided by district classroom teachers or health agency educators trained in the curriculum.
3. Parent/guardians may request in writing to their child's classroom teacher that their child be excused from the comprehensive sexual health education. Additional instructions are described [here](#). Schools cannot require active parental consent for this required instruction.
4. San Diego Unified School District offers comprehensive sexual health education in grade 6, grade 8, and high school.
5. The comprehensive sexual health curriculum is inclusive of all students and affirmatively recognizes different sexual orientations and gender identities.
6. The comprehensive sexual health curriculum encourage students to communicate with parents/guardians about human sexuality and provides students with the knowledge and skills they need to develop healthy attitudes concerning adolescent growth and development.

To complete the Principal verification process, please complete the following steps:

1. Parent Notification Letters (letter templates in multiple languages are available [here](#)) need to be distributed to parents/guardians of all students receiving the comprehensive sexual health education via one of the following methods:

- a. Included in the enrollment packet distributed to students.
 - b. Mailed to the homes of parents/guardians.
 - c. Emailed to parents/guardians.
 - d. Distributed to parents/guardians in another method commonly used by your site.
2. Arrange an autodialer message to parents/guardians of those students receiving the instruction to notify them of the letter being sent home.
 3. Will send a reminder notification to parents/guardians approximately two weeks prior to the instruction beginning.
 4. Fill out and submit the **Sexual Health Education Parent Notification Verification Form** verifying that the above steps have been completed (see form below or click [here](#)). Scan the form and email it to Rachel Miller at rmiller@sandi.net.

Formal Parent Preview meetings may be conducted at school sites so that parents/guardians can preview instructional materials. These meetings may be held in conjunction with Open House or other scheduled school events. If a site does not hold a Formal Parent Preview, parents/guardians must still be provided access to preview materials at the school site prior to instruction. The comprehensive sexual health curriculum may also be viewed by parents [here](#), although this online access should not replace a school site curriculum preview opportunity. Information and materials for the curriculum preview are available from the Sexual Health Education Program. Please email Rachel Miller at rmiller@sandi.net two weeks prior to your scheduled Parent Preview meeting to ensure delivery of materials.

These parental notification, preview, and exemption requirements only apply to the comprehensive sexual health education referenced in Site Operations Circular 1005. These requirements *do not apply* to other instruction or materials that discuss gender, sexual orientation, or family life and do not discuss reproductive organs and their functions (§ 51932.b). For more information about these particular topics, please refer to CA Ed Code regarding Comprehensive Health Education (§§ 51880-51921) and Required Courses of Study (§ 51204.5). For additional information or guidance, please contact Sophia Arredondo in the Office of Youth Advocacy at sarredondo@sandi.net.

If your site is using educational programs or materials that address sexual health or HIV prevention that is *different* from the district's approved curriculum, these materials must be approved by the Sexual Health Education Advisory Committee prior to use. Please contact Rachel Miller at rmiller@sandi.net or (619) 725-7121 to request a curriculum review.

If additional information is needed, please contact Scott Giusti at (619) 725-7126.

Scott Giusti
Director, Sexual Health Education Program

APPROVED:



Cheryl Hibbeln
Executive Director
Office of Secondary Schools

Distribution: Lists D, E, F, I, and K



Sexual Health Education Parent Notification Verification Form

After your school site had distributed Parent Notification Letters to parents/guardians of all students receiving the comprehensive sexual health education via one of methods described in Site Ops Circular 1006 and completed an autodialer message to these parents/guardians, Principals will fill out and sign this verification form, print and scan the form, and email it to Rachel Miller at rmiller@sandi.net. Please email or call Rachel at (619) 725-7121 if you have any questions about this form or the parent/guardian sexual health instruction notification process.

To complete the Principal verification process, please complete the following steps:

5. Parent Notification Letters (letter templates in multiple languages are available [here](#)) need to be distributed to parents/guardians of all students receiving the comprehensive sexual health education via one of the following methods:
 - e. Included in the enrollment packet distributed to students.
 - f. Mailed to the homes of parents/guardians.
 - g. Emailed to parents/guardians.
 - h. Distributed to parents/guardians in another method commonly used by your site.
6. Arrange an autodialer message to parents/guardians of those students receiving the instruction to notify them of the letter being sent home.
7. Will send a reminder notification to parents/guardians approximately two weeks prior to the instruction beginning.
8. Fill out and submit the **Sexual Health Education Parent Notification Verification Form** verifying that the above steps have been completed (see attached form or click here). Scan the form and email it to Rachel Miller at rmiller@sandi.net.

By signing, I verify that I have completed all of the above steps to ensure that parents/guardians have been notified of San Diego Unified School District’s comprehensive sexual health instruction.

School Site: _____

Print Principal Name: _____

Principal’s Signature: X _____

Date Submitted: _____