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Just Read, Florida!

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DPS:	04-102

MEMORANDUM

TO: District School Superintendents

FROM: Jim Warford

DATE: April 1, 2004

SUBJECT: **INVITATION TO MIDDLE AND HIGH SCHOOL HIV/AIDS, STD AND PREGNANCY PREVENTION WORKSHOP: *"PROMOTING PREVENTION TOGETHER"***

The Department of Education's Coordinated School Health Program (CSHP) is sponsoring a spring 2004 HIV/AIDS, STD and pregnancy prevention professional development workshop for teachers, school nurses**,** department of health personnel and school social workers titled *Promoting Prevention Together*. This workshop is offered on **Tuesday, May 4, 2004** from **9:00 a.m. to 4:15 p.m.** in Orlando at the Hyatt Regency Airport Hotel. It is sponsored in collaboration with school districts, the American Red Cross, and the Florida Department of Health's Abstinence Projects as a pre-conference to the Florida School Health Association's annual conference. Participants will learn about community and teaching resources to supplement their school-based programs, and the latest instructional strategies for HIV/AIDS/STD prevention and human sexuality training.

District health coordinators, life management skills teachers, health education teachers, school nurses, school social workers and staff from the local health departments are encouraged to participate. School districts will be reimbursed for substitutes for teachers who attend this workshop if needed. The workshop will be limited to the first seventy-five participants who register. Documentation will be provided to participants who wish to apply for Continuing Education Units (CEU) or in-service points through their local area offices or school boards at the workshop.

The hotel reservations should be made directly with the Hyatt Regency Airport Hotel by calling (407) 825-1234, at the conference rate of $109.00. Reservations must be made by **April 23, 2004**. Please reference the meeting as "*Promoting Prevention Together*."

Please find enclosed a tentative agenda, a registration form, and an invoice for teacher substitutes. **The registration form should be submitted via fax by April 23, 2004, to (850) 245-9957 or email to CSHPRegistration @fldoe.org.** The teacher substitute form must be submitted by fax after attending the workshop.

We look forward to sharing ideas and exchanging information during this important prevention workshop. Should you have any questions, please contact Faye Johnson, Program Director, by telephone at (850) 245-0480, or Ksena Zipperer, Program Specialist, at this same phone number.

JW:kzb

Enclosures

cc: District Health Education Coordinators
District Health Services Coordinators
District Student Service Directors
County Health Department School Health Coordinators
Coordinated School Health Program's Pilot Schools
Florida Department of Education HIV/AIDS Education Advisory Council Members

FLORIDA DEPARTMENT OF EDUCATION
2004 HIV/AIDS/STDS AND PREGNANCY
PREVENTION EDUCATION REGIONAL WORKSHOP
PROMOTING PREVENTION TOGETHER
MAY 4, 2004
ORLANDO, FLORIDA

Tentative Agenda

9:00 a.m.– 9:30 a.m.	***Sign In***	**CSHP Staff**
9:30 a.m.–10:00 a.m.	***Welcome*** ♦ Introductions with Getting to Know You Activity ♦ Meeting Objectives	**Ksena Zipperer**, HIV/AIDS Coordinator, CSHP **Faye Johnson,** Program Director, CSHP
10:00 a.m.– 11:30 a.m.	**Keynote Speaker**	***Dr. Marilyn Volker, Human Sexuality Educator***
11:30 a.m. – 1:00 p.m.	**Lunch on your own**	
1:00 p.m.– 2:30 p.m.	**Concurrent Sessions**	
	♦ American Red Cross – Get Smart Curriculum	***Pete Stewart, HIV Specialist***
	♦ Helping all Teens Commit to Abstinence	***Dr. Pam Mullarkey and Peer Educators***
	♦ Let's Get Real About HIV/AIDS, STDs, and STI's	***Dr. Heather Green, Health Instructor***
2:30 p.m. – 2:45 p.m.	**Break**	
2:45 p.m. – 3:45 p.m.	**Keynote Speaker**	***Damaries Cruz, HIV Educator***
3:45 p.m.– 4:15 p.m.	**Wrap Up** ♦ Questions – Answers ♦ Evaluations	**Ksena Zipperer** **Participants**

REGISTRATION FORM
Florida Department of Education
HIV/AIDS Prevention Education Regional Workshops
Promoting Prevention Together

Hyatt Regency, Orlando International Airport
Orlando, Florida
May 4, 2004

DIRECTIONS
Please complete the information form below and check the appropriate box(es) to indicate your attendance plans. Return via email by April 23, 2004 to:
CSHPRegistration@fldoe.org
(STEP 1-Complete the form, STEP 2-Click File, then click on Send To, STEP 3-Type in the email address listed above, STEP 4-Click Send)
or print the form and FAX it to: (850) 245-9957, or mail it to:
Temi Bennett, CSHP-FEC 501, 325 W. Gaines Street, Tallahassee, Florida 32399

District/County:

☐ **HIV/AIDS Coordinator**
☐ **School Health Education Coordinator**
☐ **Other School or District Professional**
☐ **County Health Department Personnel**
☐ ***This is my first year in this job.***

Concurrent Sessions: 1:00 p.m. – 2:30 p.m.

Please select one and place a checkmark in the session you plan to attend:

☐ **American Red Cross – Get Smart Curriculum**

☐ **Helping All Teens Commit to Abstinence**

☐ **Let's Get Real About HIV/AIDS, STDs and, STI's**

Participant Name:	
Job Title:	
Address:	
City, State, Zip:	
Telephone #:	**Fax #:**
Email address:	

(Complete this form for each participant)

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT: KSENA ZIPPERER AT (850) 245-0480/SUNCOM 205-0480

INVOICE for SUBSTITUTES
(FAU and PAEC)

Please reimburse _____ school district for the costs of a substitute teacher, as specified below.

Teacher for whom substitute was obtained:

Name:
School:
Mailing Address:

Telephone Number:
Social Security Number:

Substitute:

Name:
School:
Mailing Address:

Telephone Number:
Social Security Number:

Date and hours substitute worked: DAY: HOURS:

Cost to be reimbursed:

Reason for use of substitute:

School District FEID Number:

Address to which check should be mailed:

_____
Authorized Signature

After you have attended the workshop, please complete this form and fax it to Florida's Coordinated School Health Program at (850) 245-9957.

FOR PROJECT USE ONLY

Substitute authorized by Project? ☐Yes ☐No

Project Expenditure should be charged to: