

# FLORIDA DEPARTMENT OF EDUCATION



**CHARLIE CRIST**  
Commissioner

## MEMORANDUM # 02-88

**TO:** District School Health Coordinators, HIV/AIDS Coordinators,  
and Middle School Principals

**FROM:** Jean Schultz, Project Director  
Coordinated School Health/Professional Development  
National Middle School Association

Shan Goff, Chief  
Bureau of Instructional Support and Community Services  
Florida Department of Education

**DATE:** September 6, 2002

**RE: PLANNING MEETING TO INTRODUCE *PROJECT EVERYBODY* AND  
CONSIDER SCHOOL-WIDE PARTICIPATION IN A PROJECT TO  
ADDRESS HIV/STD PREVENTION FOR MIDDLE SCHOOL STUDENTS**

National Middle School Association (NMSA), in collaboration with Florida's Department of Education, is pleased to sponsor a planning meeting to discuss and invite participation in *Project Everybody*, a set of HIV/STD prevention learning activities designed for grades 5-9. This meeting is scheduled September 25, 2002, at the Sheraton Suites in Plantation, Ft. Lauderdale, Florida.

*Project Everybody* will cover travel expenses. NMSA reimbursement forms will be provided at the meeting. Please make your reservations at the Sheraton Suites Plantation, in Ft. Lauderdale, (954) 424-3300, by September 18, 2002. A special room rate of \$109.00 is available. Accommodations for participants who have special needs will be available. Please make your request at the time of registration. Registration and participant information is enclosed. Mail or fax your registration form by September 18, 2002, to:

Coordinated School Health Program  
Florida Department of Education  
325 W. Gaines Street, Suite 501  
Tallahassee, FL 32399-0400  
Attn: Debra Betton  
FAX: (850) 488-9840 or SunCom FAX: 278-9840

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In addition to a district or building administrator, we encourage the participation of one academic core teacher per school. Substitute teacher costs will be reimbursed to the district. The NMSA will reimburse for the most cost effective travel, lodging and per diem expenses at the state rate of \$21 per day for those participants who travel more than 50 miles.

If you need additional information, please contact Lynda Kinard, Coordinated School Health Program, at (850) 488-7835, SunCom 278-7835 or email [Lynda.Kinard@fldoe.org](mailto:Lynda.Kinard@fldoe.org).

Thank you for your interest in this project and your continued commitment to young adolescents.

Enclosures

SG:lkb

cc: District Superintendents

## Planning Meeting Agenda

### EveryBody: Preventing HIV and Other Sexually Transmitted Diseases Among Young Teens

September 25, 2002  
Sheraton Suites—Plantation

- 10:00 am Welcome and Introductions
- 10:10 Agenda Review and discussion
- 10:20 About National Middle School Association (NMSA) and Redefining Actions and Decisions (RAD)
- 10:40 Project Design
- Middle level focus and Developmentally Responsive Middle Level School **(A)**
  - Project Description **(B)**
  - Project Overview **(C)**
  - Criteria for Involvement
    - Teacher **(D)**
    - Site **(E)**
- 11:10 What is the “State of the State” with regard to Health Education in Florida?
- Area issues, concerns?
- 11:30 Teacher/Mentor/Stakeholder Training Overview **(F)**  
and Mentor Training Overview
- 11:45 District/Building Provides...EveryBody Project Provides **(G)**
- Creative Approaches to project delivery
- 11:45 Working Lunch
- 12:00 What next?
- First wave
  - In the pipe-line
  - Getting specific—calendar worksheets **(H)**
    - Dates
    - Sites
    - District/building letter of commitment (Sample) **(I)**
    - Roster **(J)**
- 1:30 Adjourn

**Project *EveryBody*:**  
An HIV/STD Prevention Curriculum and Strategy  
**for Teachers of Middle Level Students**

**What is *EveryBody*?**

*EveryBody* is a teacher friendly, activity centered, research-based HIV/STD education curriculum for 5<sup>th</sup>-9<sup>th</sup> grade students. Once trained, teachers tailor the curriculum to fit student, school and community needs, and norms.

**What is the Goal of *EveryBody*?**

*Everybody* promotes healthy behaviors by focusing on developmentally appropriate risk elimination (abstinence) and risk reeducation strategies for the prevention of HIV/STD and other risk-related behaviors among young adolescents. It supplements existing curricular efforts.

**How Does *EveryBody* Support Academic Achievements?**

*Everybody*'s activities are correlated with National Science and Health Education Standards. The curriculum provides guiding questions, assessment measures, and lesson extensions appropriate for integrated and interdisciplinary exploration.

**What Resources are Available to Accomplish this Goal?**

This project is designed to provide durable professional development of a research-based quality program at **no cost** to the school or school district.

National Middle School Association, with support from the Centers for Disease Control and Prevention/Division of Adolescent and School Health provides dollars to cover substitute teacher costs, materials, meeting space, and meal costs for participating schools.

**Who Receives *EveryBody* Training?**

With training, a person from each middle level teaching provides five lessons from the *EveryBody* curriculum. Others, (school nurses, health educators, family and consumer educators, guidance, etc.) who may have professional preparation in human growth and development are trained in the curriculum and serve as Mentors for grade level *EveryBody* delivery. This arrangement allows persons with experience in teaching behavioral skills to reinforce basic prevention concepts and provide skill-based (i.e. decision-making) instruction. In addition, Mentors provide a higher degree of program stability in the event of staffing changes. Community members are also included in the *EveryBody* training in order that they may become knowledgeable advocates for *EveryBody* instruction.

**For more information:**

Project delivery will be designed to meet your needs. Please contact Jean Schultz, Project Director, at 916-424-0726 or [jean8494@aol.com](mailto:jean8494@aol.com) Additional information can also be found at [www.nmsa.org](http://www.nmsa.org) or [www.preventaids.net](http://www.preventaids.net)