

Requirements and Guidelines for Classroom Speakers and Community Resources in Boulder Valley Schools Health Classrooms (2008-09)

Thank you for your willingness to work with Boulder Valley students and to enhance our health curriculum by sharing your expertise and resources. In 2004 BVSD adopted a new, K-12, comprehensive, skills-based health curriculum. These requirements and guidelines are to help ensure that you and the teacher work as a team in teaching the curriculum with consideration for the sensitive issues that health topics sometimes raise.

All guest speakers (individuals, programs, or organizations) must receive approval by the Health Education Advisory Committee prior to presenting in BVSD K-12 health education classrooms. If you provide resources other than or in addition to speakers (e.g., lending library), you must also receive approval *in order to be listed in the Health Teacher Resource Guide*. Requirements are for the organization or program and do not need to be repeated for each individual from an approved organization or program. However, individuals should be familiar with and abide by the information submitted in their organization's community resource application. The committee meets monthly as needed to review guest speaker and other resources' qualifications and applications.

What steps are necessary to receive approval?

1. If you did not receive an application with these guidelines, contact the BVSD Health Education Coordinator by email (katy.fleming@bvsd.org) or by phone at 303-245-5848 to obtain and complete a *BVSD Classroom Speakers and Community Resource Application*.
2. Return the completed application and associated materials to the Health Education Coordinator either by email or postal service to: Katy Fleming, Centaurus High School, 10300 South Boulder Rd., Lafayette, CO 80026. The application will be reviewed by the Health Education Advisory Committee.

What happens after the committee has reviewed my application?

1. Once your application has been reviewed, the Health Education Advisory Committee will send you a notice with the results of the review by email or a letter. If there are questions about your application, the committee may invite you to meet with them.
2. If your application is approved, your information will be included in the Health Teacher Resource Guide and teachers may contact you to schedule presentations or access other resources.

Once I am approved, what do I need to know before speaking in a health classroom?

Due to the value of health education, guest speakers must remain current in their professional presentation skills and knowledge in order to remain on the approved guest speaker list. The Health Education Advisory Committee reserves the right to periodically check with speakers about the ways in which they remain updated in their area of expertise and to delete speakers from the list who do not meet these requirements or follow the guidelines listed below.

Guidelines to follow in presenting to a health class:

Do's:

- √ Confirm with the teacher the day, time and place of your presentation.
- √ Clarify with the teacher your topic and the parameters of the content you will cover. Find out what the teacher will present regarding your topic before your presentation and how the teacher plans to follow up after your presentation. Make sure you understand how your topic fits into the health curriculum and how it needs to be adapted to the developmental level of the students to whom you are presenting. Clarify any questions you may have on what is and is not OK to talk about.
- √ Present facts and information. It is never appropriate to present your personal, religious, or political opinions or to use the classroom to promote a for-profit product or service.
- √ Allow students an opportunity to express their opinions. Do not get defensive or get into debates. Defer to the classroom teacher for help in handling students who may become disrespectful or confrontational.
- √ Use appropriate terminology rather than slang. Swearing or expletives are never acceptable.

Don'ts:

- √ Don't stray from your subject or push your personal opinion.
- √ Don't teach by joke. Avoid the possibility of offending anyone. Some students may find off color jokes funny, but parents will not.
- √ Don't get into debates or confrontations with students. Don't embarrass or humiliate any student.
- √ Don't assume that all students in the classroom are heterosexual.
- √ Don't assume that all students have engaged in sexual activity, or have experimented with substances or other at-risk behaviors.
- √ Don't let students talk about the details of their own or friend's experience.
- √ Don't forget that you are invited into the classroom to help inform and educate students, not to be their buddy, entertain them, or to influence their political beliefs.

When speaking on the topic of human growth and development and human sexuality:

There are special policies that apply to presenting this unit. Please be sure to discuss these policies with the health teacher prior to speaking. Here are a couple points to keep in mind:

- √ BVSD's current policy does not allow for condom distribution to students *in schools*. If demonstrating condom use, please review with the teacher ahead of time the techniques you will be demonstrating including any audio-visual aids. All materials should be of professional quality.
- √ Set the norm that you will not discuss either your personal sexual experiences or the students' personal experiences. Answer student questions clearly and succinctly. You may always defer to the teacher to answer or deal with any questions you do not wish to address.
- √ Please keep in mind that BVSD uses a comprehensive sexual health curriculum. If you have any questions about complying with this approach, please contact the Health Education Coordinator prior to your presentation.

For more information, contact Katy Fleming, Health Education Coordinator at katy.fleming@bvsd.org or 303-245-5848.