SAN DIEGO UNIFIED SCHOOL DISTRICT

Date:            March 12, 2018
To:              Elementary, Middle/Junior, and Senior High School Principals
Subject:         CALIFORNIA HEALTHY KIDS SURVEY
                  CALIFORNIA SCHOOL STAFF SURVEY
                  CALIFORNIA SCHOOL PARENT SURVEY

Department and/or Persons Concerned: Principals

Due Date:        Optional Site Coordinator Training - March 22, 2018
                  Survey Administration Window - March 14 to May 25, 2018

Reference:       None

Action Requested: Designate Point of Contact
                  Complete CHKS, CSSS and CSPS Surveys by or before May 25, 2018

Brief Explanation:

As part of our Local Control Accountability Plan, our District is required to complete the California Healthy Kids Survey (CHKS) and California School Staff Survey (CSSS) and the California School Parent Survey (CSPS). The surveys are anonymous.

**Elementary Schools:** In the Point Loma Cluster, grade four students will participate. In the remaining school clusters, grade five students will participate. Active parent/guardian consent on behalf of each elementary grade student is required. A letter will be sent to parents requesting permission for their students to participate.

**Secondary Schools:** At Grades 7, 9, and 11, the passive consent is item number 30 on the 2017-2018 Student Enrollment Form. Please obtain this list from PowerSchool in preparation for the CHKS administration.

The CHKS surveys students statewide and covers topics related to alcohol, tobacco, drugs, bullying, and other health issues such as school climate and student resiliency. The survey window will be from March 14 to May 25, 2018. Survey date will assist schools in: (1) preventing youth health-risk behaviors; (2) promoting positive youth development; and (3) fostering positive school climates.
Your site will receive surveys for parents to complete. This year, in addition to paper surveys, the surveys will be available for parents to complete online in English, Spanish and Chinese. The Counseling and Guidance Department staff will assist you in coordinating the online survey administration.

Optional trainings for site coordinators needing assistance will be conducted on the following date:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>SRN for ERO</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 22</td>
<td>11:00 – 12:30 p.m.</td>
<td>Ballard Center Parent Lab # 2</td>
<td>53702031418</td>
</tr>
<tr>
<td>March 22</td>
<td>3:00 – 4:30 p.m.</td>
<td>Ballard Center Parent Lab # 2</td>
<td>537020314188</td>
</tr>
</tbody>
</table>

If you wish to attend this training, Please register at [www.sandiegounified.org/ero](http://www.sandiegounified.org/ero).

Please complete the attached CHKS Point of Contact Form and return it to the Counseling and Guidance Department, Education Center, Room 2108.

Questions may be directed to Counseling and Guidance at (619) 725-7330 or counselingandguidance@sandi.net. Thank you for your assistance.

APPROVED:

Cheryl Hibbeln  
Executive Director, Office of Secondary Schools

CH:ls  
Attachments (2)  
Distribution: Lists A, B, D, E, F and I
MIDDLE AND HIGH SCHOOLS (GRADES 7, 9, AND 11)

The CHKS and CSSS provide longitudinal School Climate and Safety data for the District. Please complete and return this form by March 22, 2018.

<table>
<thead>
<tr>
<th>Grade Levels</th>
<th>Period</th>
<th>Subject</th>
<th>Teacher</th>
<th>No. of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>☑</td>
<td>☑</td>
<td>☑</td>
<td>☑</td>
<td>1, 2, 4</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>English 1,2</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>Parker</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>92</td>
</tr>
</tbody>
</table>

Please return this form to: Counseling and Guidance
Email: counselingandguidance@sandi.net  Fax: (619) 725-7319
Counseling and Guidance Department
Phone: (619) 725-7330
Fax: (619) 725-7319

POINT OF CONTACT FORM
California Healthy Kids Survey (CHKS); California School Staff Survey (CSSS);
California School Parent Survey (CSPS)
2017-18 School Year

ELEMENTARY SCHOOLS
The CHKS and CSSS provide longitudinal School Climate and Safety data for the District. Please complete and return this form by March 22, 2018.

<table>
<thead>
<tr>
<th>Grade Levels</th>
<th>Teacher</th>
<th>No. of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 (Pt. Loma Cluster Only)</td>
<td>5</td>
<td>Parker</td>
</tr>
</tbody>
</table>

Please indicate in which classrooms the CHKS data will be collected:

Print Principal’s Name ___________________________ Principal’s Signature ___________________________ Date ___________________________

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Email: counselingandguidance@sandi.net Fax: (619) 725-7319