



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:

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 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: _____