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| **Name of Grant Program:** Promoting Adolescent Health and School Success | **Fund Code:** 649 |

Please complete and upload as ONE Word Document the two sections contained in this document:

* Part III – Required Program Information (p. 2-3)
* Year 5 Workplan (p. 4-8)

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| PART III – REQUIRED PROGRAM INFORMATION |

During Year 5 (August 2017-July 2018), districts will revise and carry out their plans to implement exemplary sexual health education (ESHE); increase adolescent access to key sexual health services (SHS); establish safe and supportive environments for students and staff (SSE); and contribute to policy assessment and improvement (Policy) at the district and/or school level.

Please submit a response to the following questions that is **no more than 5 pages** (excluding contact info, which can be entered below or shared as an attachment) to help inform the Department of Elementary and Secondary Education’s (Department’s) efforts to support statewide implementation of districts’ revised Year 5 work plans.

1. **Project Team**
2. Pleaseindicate the Working to Improve Sexual Health Environments in Schools (WISHES) district lead for your implementation team and note their roles:

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| **Team lead Name:** | **Title:** | **Contact Info (Email/Phone):** | **Serves as School Health Profiles contact? (*Yes/No)\**** | **Serves as summer contact? *(Yes/No)\*\**** | **Alternate Contact Info (Email/Phone) for summer:** |
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\*If no, please indicate here who will serve as the **FY18** **School Health Profiles administrative contact** (see grant assurances for more information on implementation in Year 5):

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| **Name:** | **Title:** | **Contact Info (Email/Phone):** |
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\*\*If no, please indicate here who will serve as the **Summer 2017** **Administrative Contact:**

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| **Name:** | **Title:** | **Summer Contact Info (Email/Phone):** |
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1. **School Health Advisory Council (SHAC) participation:**
2. Please attach SHAC meeting minutes from fiscal year 2017-2018 (FY17).
3. How often will the SHAC meet in FY18? When?
4. **Scheduling Year 5 Events:**
5. Please submit any known recurring meeting/event/PD or vacation days, times to either avoid, or prioritize to help us in scheduling Year 5 events.
6. If your school has an online calendar of events that can be publically accessed, please share the link here.
7. **Families, Staff and Students:**
8. What is your district currently doing to engage families in the learning and development of students? How can the Department help inform and improve district efforts via Year 5 PD/TA?
9. Please share any service-learning, peer tutoring, SHAC participation, volunteer or mentoring opportunities available to youth and families in your district:
10. **Working Meetings and Professional Development (PD)**

The Department will likely offer at least 2-3 required working meetings (e.g. October, January and May) for WISHES District Team Leads, and at least 2-3 PD events for all [key stakeholders](https://www.cdc.gov/healthyschools/shi/pdf/training-manual/team.pdf)/external partners on the following Year 5 priorities identified by District Team Leads:

* Family Engagement Strategies to Support WISHES Approaches
* Gender Inclusion Policy Guidance Implementation
* Improving Access to Youth-Friendly Confidential Sexual Health Services
* Program Sustainability

1. Please describeyour current general staff needs for Department-sponsored PD on these (or other) preferred topics, including what information/skills-building would be most useful?
2. Is there any topic for which you would prefer more funding and/or support to host a local PD rather than market Department-sponsored PD to staff?
3. Please list the specific (ESHE, SHS, SSE, or Policy related) PD/training needs of your local district SHAC members, staff or community partners for the final year of the grant:

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| **Name:** | **Title:** | **Agency/**  **Affiliation:** | **Area of need: (e.g. sex ed 101 teacher training, family engagement, SHS policy development, etc)** | **Email address for WISHES invites/updates:** |
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1. **On-site Training and Technical Assistance (TA)**

Districts in need of additional support may utilize grant funds to contract directly with the Department’s pre-qualified [Training and TA providers](https://www.commbuys.com/bso/external/purchaseorder/poSummary.sdo?docId=PO-15-1026-DOE02-DOE01-00000002477&releaseNbr=0&parentUrl=contract) for individually or regionally tailored technical assistance, policy and PD packages.

1. Is there any topic for which you plan to use grant funding to hire a local TA partner for training or technical assistance?
2. Is there any topic for which you plan to collaborate with other districts to purchase TA or host PD?
3. **Memoranda of Understanding (MOUs) with Youth-Friendly Referral Partners**
4. Please submit any **new** MOUs outlining the referral partnerships between your agency and other youth-friendly referral partners (e.g., for sexual health services, behavioral health services and/or Safe Spaces for LGBTQ youth).
5. Please describe any progress that has been made in developing a confidential SHS referral system and describe what related TA or training would be most useful your district in Year 5.
6. **School Health Policies**
7. What is your district currently doing to engage district staff and leadership in enacting protocol, procedure, or policy change to improve and sustain your progress?
8. Please submit a copy of any new or final related district or school level policies for review.
9. How can the Department help you sustain your program’s ability to enact related program and policy improvements? Please note any challenges to tracking, revising or creating policy in your district and describe what related TA or training would be most useful you in Year 5.

**Fiscal Year 2017-2018 (FY18) WISHES Priority District Work Plan: Year 5**

**Priority District Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ WISHES District Team Lead: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Names of Contributing Staff and Partners: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please note: The Massachusetts Department of Elementary and Secondary Education (Department) aims to increase priority districts’ capacity to positively impact adolescent health according to the Centers for Disease Control and Prevention (CDC) program evaluation measures including the **PS13-1308 CDC Cooperative Agreement short-term outcomes** listed for districts’ reference in **Year 5 Work Plans.**

Instructions: Please submit a **Year 5 Work Plan** outlining district implementation of the four prevention approaches: exemplary sexual health education (ESHE), sexual health services (SHS), safe and supportive environments (SSE) and Policy. Please report any anticipated barriers or describe any support needed to achieve updated **Year 5 Work Plan** goals in alignment with the **short term-outcomes** and initially proposed five-year work plan. *Please note:*

* Most districts’ original five-year work plans already support or align with many of the CDC’s proposed short-term outcomes below.
* Districts whose initial five-year work plan goals are not yet aligned with these outcomes may describe preliminary steps towards achieving them (e.g., you may list ‘increase access to PD on parent engagement,’ or ‘review School Health Index’ if no related activities were previously planned).
* The Department will continue to support alignment with the short-term outcomes by offering related professional development and policy guidance in Year 5.

*Please direct any questions that you have about completing this report to Lenore Tsikitas at 781.338.6321 or email* [*lenore.tsikitas@doe.mass.edu*](mailto:lenore.tsikitas@doe.mass.edu)*.*

**Short-term Outcomes of the PS13-1308 Centers for Disease Control Cooperative Agreement**

Approach A: ESHE – Exemplary Sexual Health Education

• Increased number of schools that implement ESHE

• Increased number of students in grades 7-12 who receive education to prevent HIV and other STD

Approach B: SHS – Sexual Health Services *(Increased number of schools that:)*

• Establish linkages with organizations that have an expertise in adolescent SHS

• Establish a system to refer students to youth-friendly providers for key SHS

• Provide on-site key SHS

• Receive reimbursement for eligible services provided on-site

Approach C: SSE – Safe and Supportive Environments *(Increased number of schools that:)*

• Prohibit bullying and sexual harassment

• Improve parent engagement

• Promote school connectedness

Approach D: POLICY

• Increased number of states and districts that track policy implementation and educate decision makers on policy solutions

• Increased number of schools using the School Health Index

**ESHE Short-term Outcome #1:** Increase the number of schools implementing ESHE

**ESHE Short-term Outcome #2:** Increase the number of students in grades 7-12 who receive STD/HIV education

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| **What?**  *What ESHE tasks need*  *to be accomplished?* | **Why?**  *Which of your Year 5 goals/CDC short-term outcomes does this address?* | **When?**  *When should this task be started and completed? Give a timeline* | **Who?**  *Who will be responsible for this task? Who should be involved in accomplishing this task?* | **Written**  *How will you document this?* |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| Describe any anticipated barriers or TA/PD needs connected to achieving Year 5 ESHE goals aligned with short-term outcomes: | | | | |

**SHS Short-term Outcome #3:** Establish linkages with youth-friendly SHS organizations

**SHS Short-term Outcome #4:** Establish a referral system/policy linking students to confidential, youth-friendly SHS

**SHS Short-term Outcome #5-6:** Increase provision of SHS services available/(ideally reimbursable) on-site

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| **What?**  *What SHS tasks need to be accomplished?* | **Why?**  *Which of your Year 5 goals/ CDC short-term outcomes does this address?* | **When?**  *When should this task be started and completed? Give a timeline* | **Who?**  *Who will be responsible for this task? Who should be involved in accomplishing this task?* | **Written**  *What documents describe this work?* |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| Describe any anticipated barriers or TA/PD needs connected to achieving Year 5 SHS goals aligned with short-term SHS outcomes: | | | | |

**SSE Short-term Outcome #7:** Increase # of schools that prohibit bullying and sexual harassment

**SSE Short-term Outcome #8:** Increase # of schools that that implement strategies to improve parent engagement

**SSE Short-term Outcome #9:** Increase # of schools that implement strategies to promote school connectedness

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| **What?**  *What SSE tasks need to be accomplished?* | **Why?**  *Which of your Year 5 goals/CDC short-term outcomes does this address?* | **When?**  *When should this task be started and completed? Give a timeline* | **Who?**  *Who will be responsible for this task? Who should be involved in accomplishing this task?* | **Written**  *What documents describe this work?* |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| Describe any anticipated barriers or TA/PD needs connected to achieving Year 5 SSE goals aligned with short-term SSE outcomes: | | | | |

**Policy Short-term Outcome #10:** Increase school health policy tracking of, and alignment with national law, best practice, etc

**Policy Short-term Outcome #11:** Increase awareness and use of the School Health Index

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| **What?**  *What Policy tasks need to be accomplished?* | **Why?**  *Which of your Year 5 goals/CDC short-term outcomes does this address?* | **When?**  *When should this task be started and completed? Give a timeline* | **Who?**  *Who will be responsible for this task? Who should be involved in accomplishing this task?* | **Written**  *What documents describe this work?* |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| Describe any anticipated barriers or TA/PD needs connected to achieving Year 5 Policy goals aligned with short-term Policy outcomes: | | | | |