

**INTERAGENCY (SAFE & DRUG-FREE SCHOOL) SERVICE AGREEMENT
SCHOOL BOARD OF CLAY COUNTY, FLORIDA, AND
CLAY BEHAVIORAL HEALTH CENTER**

This Agreement is made and entered into on July 19, 2007, between the School Board of Clay County (SBCC) and Clay Behavioral Health Center for a general working agreement. All special program arrangements will be addressed through individual schools and processed through the Student Services Department.

WHEREAS, Clay Behavioral Health Center provides substance abuse, mental health, and other related services to the residents of Clay County, and

WHEREAS, the School Board of Clay County provides a full range of educational services to the residents of Clay County, and

WHEREAS, both Clay Behavioral Health Center and the School Board of Clay County wish to cooperate in the delivery of services which will result in mutual benefit to the children of Clay County, and

WHEREAS, both Clay Behavioral Health Center and the School Board of Clay County hold in the highest regard the recipients of services and the needs of the community.

NOW THEREFORE, in consideration of these premises and mutual terms of this Agreement Clay Behavioral Health Center and the School Board of Clay County hereby agree as follows:

1. Duration: This Agreement shall commence on the date set forth above and shall remain in effect for one year.
2. Termination: This Agreement, or parts of this Agreement, may be terminated by either party at any time, upon no less than thirty (30) days written notice to the usual mailing address of either party.
3. Clay Behavioral Health Center agrees:
 - a) to make available, as appropriate, to the students and their families in selected schools substance abuse and violence prevention programs or treatment. No fees will be charged for these services. Parent permission will be required for access to students or student records.
 - b) That no services will be denied or delayed to anyone on the basis of race, creed, color, or national origin, age, or sex.
 - c) To inform appropriate school personnel of a referred student's progress when in the student's best interest and when valid written permission to release information has been obtained.

- d) To provide degreed counselors with expertise in working with adolescents (Master's level preferred) and expertise in parenting issues.
- e) To provide mental health & alcohol, tobacco & other drug (ATOD) information and related training at the school's request within Clay Behavioral Health Center budgetary limitations (minimum of 2 faculty inservices per year).
- f) To abide by SBCC written procedures for referrals, and for curriculum related requests.
- g) To comply with School Board Policy 4.51 Human Growth and Development (attached).
- h) To provide assistance on the Clay County Crisis Intervention Team as needed if training has been completed through Clay County Schools.
- i) To provide group tobacco cessation classes as needed.
- j) Coordinate and participate in activities with the school's CORE Team.
- k) To provide ATOD prevention instruction at each junior high as time and resources permit.
- l) To comply with the requirements of the Jessica Lunsford Act by requiring that all CBHC personnel who come in contact with students, or who enter upon any SBCC school campus where students are present, are fingerprinted and have passed a Level II background check at no cost to the SBCC.

4. The School Board of Clay County agrees:

- a) To refer students to the CBHC's Student Assistance Program counselors and other related prevention and treatment services and projects.
- b) To refer parents to the CBHC Elementary Education Program and to support the facilitation of the program, if available.
- c) To provide referral procedures in writing a copy of which is attached here to to each school and to the Clay Behavioral Health Center.
- d) That no services will be denied or delayed to anyone on the basis of race, creed, color, or national origin.
- e) To designate Clay Behavioral Health Center as an approved community agency for curriculum assistance related to mental health, drug and alcohol topics, violence prevention, and to provide written guidelines to each of the assigned schools and to the Clay Behavioral Health Center on procedures for requesting curriculum related services.
- f) To provide adequate space and materials for agreed upon services by Clay Behavioral

Health Center or collaborative agencies on the school premises.

5. Both parties also agree:

- a) To negotiate any differences in good faith, with the welfare of the student/client and their family as the chief concern.
- b) To inservice appropriate staff regarding this document and coordinate services or other collaborative partnerships with district Student Services Department and local administration.

IN WITNESS THEREOF, the above mentioned parties have caused this Agreement to be executed by their duly authorized officials on the day and year below written.

**CLAY BEHAVIORAL HEALTH
CENTER**

**SCHOOL BOARD OF CLAY COUNTY,
FLORIDA**

Executive Director

Chairman

Date: _____

Date: July 19, 2007

**SCHOOL BOARD OF CLAY COUNTY, FLORIDA
PROCEDURES FOR REQUESTING SERVICES FROM CLAY BEHAVIORAL
HEALTH CENTER
STUDENT ASSISTANCE PROGRAM**

- I. REFERRAL OF INDIVIDUAL STUDENTS TO CLAY BEHAVIORAL HEALTH CENTER:
1. Teacher or assistant principal refers to guidance counselor.
 2. Guidance counselor contacts parent and obtains written parental permission for initial contact with CBHC and other services available.
 3. Guidance counselor (or parent or student, depending on guidance counselor's judgment) telephones CBHC and provides appropriate information.
 4. If necessary for the student to be seen on school premises, guidance counselor obtains parent's written request and principal's written approval. Place one copy in student's file and forward one copy to CBHC. (These appointments should be limited due to educational attendance priorities).
 5. CBHC returns call to inform guidance counselor (and parent or student) of time and place of appointment.
 6. CBHC informs guidance counselor when student keeps intake appointment.
- II. REFERRAL OF STUDENTS TO CBHC FOR GROUP COUNSELING ON SCHOOL PREMISES:
1. Guidance counselor consults with principal and obtains written approval for the group (MIS Form STD 1-2464).
 2. Guidance counselor negotiates with CBHC to arrange group purpose, topic, times, and place.
 3. Guidance counselor informs teachers of group.
 4. Teachers, assistant principals, and guidance counselors recommend appropriate students for group.
 5. Guidance counselor or principal's designee talks to students (and parents when appropriate).
 6. Guidance counselor or principal's designee arranges for space and time for group and participates in group if appropriate.
 7. CBHC runs group and provides feedback to guidance counselor or principal's designee.

III. REQUEST FOR MENTAL HEALTH OR SUBSTANCE ABUSE RELATED CURRICULUM FROM CBHC:

1. For single class presentations:
 - a) Teacher consults with principal to obtain approval. (Use MIS Form STD 1-2464.) In cases of potentially controversial topic, principal consults with School Board Administration (refer to Superintendent's Memo SD-IN-04-008 dated 8/16/04, Magic Circle, Values Clarification, Pumsey/Duso).
 - b) Teacher contacts SAP Counselor to arrange class presentation.
 - c) SAP Counselor provides class presentation (provided topic is appropriate and personnel is available).
2. For additions to school education curriculum:
 - a) Curriculum Council (or school representative) requests proposal from CBHC.
 - b) CBHC provides curriculum proposal.
 - c) Proposal reviewed by appropriate school staff and preliminary decision made.
 - d) In cases of potentially controversial material or in cases of large time commitments of CBHC personnel, possibly therefore requiring financial contract, the principal will refer issue to the appropriate county office staff for further consideration and/or negotiation through individual Interagency Agreements.

4.51 HUMAN GROWTH AND DEVELOPMENT

A. Purpose

To articulate clear, instructional objectives throughout Clay District Schools by providing definitive guidelines for Human Growth and Development instruction in a program that will benefit the quality and longevity of the lives of the children of Clay County by promoting the establishment of sound health habits including the prevention of substance abuse and an awareness of the benefits of sexual abstinence and the consequences of early sexual involvement, such as AIDS, other sexually transmissible diseases, and teenage pregnancy.

Any programs that deal with human sexuality, presented by community organizations, School Board employees or through outside field trips shall reinforce the key objectives of this policy.

B. Focus

Focus shall always be on the whole person, including intellectual, physical, emotional, moral/spiritual, and social aspects as those terms are defined in “Foundations for Family Life Education” published by Educational Guidance Institute.

C. Key Objectives

The key objectives of instruction shall be: 1) directive teaching method; 2) abstinence based; 3) family centered; and 4) age appropriate. These concepts are defined more fully as follows:

1. Directive Teaching Method

In instruction involving decision making strategies, the teacher shall direct the student to choices of legal, ethical and moral dimensions that will promote health, abstinence, self control, character, self-esteem and maturity.

2. Abstinence Based

- a. Abstinence shall be the instructional approach to reducing destructive behaviors among students including early sexual involvement, and activities which result in sexually transmitted diseases, AIDS, and teenage pregnancy. Abstinence shall be presented in the classroom as a positive, practical and that promotes self-control, character and self-esteem.
- b. When presented with a dual message, such as “abstinence is best,

but contraception works for those who do not choose abstinence,” teens are confused and/or the abstinence message is undermined by the contraceptive message. As opposed to this message, teachers shall instruct students that sexual activity among teens is not inevitable; nor irreversible. Teachers shall not initiate discussion or instruction of contraceptives. Student questions that deal with definitions of contraceptives may be answered, but must include the documented deficiencies with the definitions. No further contraceptive information shall be given unless and until an individual student’s parent or guardian provides written permission for further depth of instruction for the individual student. If further instruction is requested, the student involved shall be instructed individually by another educator, that is qualified to provide such information to the individual student.

Notwithstanding, the provisions of the above paragraph, with parent permission, teachers may present factual information about contraceptives to be taught in the following high school elective courses: Health II, Family Dynamics and Child Development.

The factual information shall cover deficiencies, failure rates, and negative side effects. Students shall be made aware that sex outside of a monogamous, heterosexual marriage is risky behavior, therefore; abstinence is the expected standard. Instruction shall direct students to risk “elimination” rather than risk “reduction”.

3. Family Centered
 - a. The irreplaceable foundation of the family, as the key unit of society; and parent/guardian involvement in the values formation of their children, shall be recognized by the instructor, making the family central to Human Growth and Development instruction.
 - b. Instruction shall emphasize the positive value of sexuality within the context of marriage. Using the directive teaching method, the instructor shall include the value of marriage and the family to society, and shall assist the student in an understanding of the role played by marriage and the family in supporting society.
 - c. Any instruction on homosexuality shall occur only in conjunction with education about sexually transmitted diseases.
4. Age Appropriate

All instruction, curriculum, and any supplemental resources shall be appropriate to the grade level and consistent with the values of the community. Curriculum objectives shall be implemented in a sequential program of instruction to meet the needs and developmental characteristics of the majority of students at any given grade level. Guidelines for age appropriateness shall be “Foundations for Family Life Education – Curriculum Objectives.”

D. Teacher Role

1. Instructors of Human Growth and Development shall transmit facts, and provide clear guidance and principles. These principles shall be based on core values (i.e., integrity, self-control, fairness, honesty and respect for authority, themselves, and others). Core values shall be taught as the basis for healthy behavior choices.
2. Teachers shall recognize parents/guardians as the primary sex educators of their children and shall also recognize that parental guidance is essential and irreplaceable. All instructional materials, including teaching manuals, films, tapes, or other supplementary instructional material shall be available for inspection by parents and guardians.
3. Teachers shall recognize that values consistent with those of the Clay County community have been and will be considered as part of the guidelines for determining the subject materials and curriculum regarding the Human Growth And Development instruction. Teachers shall encourage cooperation and communication among parents, community, and schools.
4. Teachers shall present age appropriate information about reproductive physiology and anatomy (in context with legal requirements, such as, the statutory rape laws, directive decision making, interpersonal skills, parenting, and other critical influences in the student’s life) in order to reduce early sexual activity and resulting consequences, such as pregnancy.
5. Instruction shall include age appropriate information about fetal development in order to sensitize students to one of the consequences of sexual activity.

E. Grades K-6

Using the aforementioned guidelines, the focus of instruction in grade K-6, in accordance with age appropriateness, shall be nutrition, substance abuse prevention, safety skills, health, family, character development, communication skills, relationships, human anatomy and physical development.

F. Grades 7-12

The curriculum adopted by the Clay County School Board for grades 7-12 is Teen Aid. It shall be taught in accordance with Teen Aid recommendations unless determined otherwise by the Board, following a public hearing on the matter.

G. Bannerman

Students enrolled in the Teenage Parent Program at the R. C. Bannerman Learning Center shall be allowed to be included in a Human Growth and Development curriculum/instructional program to include contraceptives. Parents/Guardians shall give written permission upon entrance to the program.

Unmarried students in the Teenage Parent Program shall be encouraged to return to an abstinent lifestyle. Contraceptives shall be presented as risky behavior and their deficiencies stressed.

H. Amendments

No changes shall be made to the comprehensive health education and substance abuse prevention curriculum until notice of such action has been published in accordance with the Florida Administrative Procedures Act (Ch. 120, F.S.) and sufficient notice has been given to the parents, teacher of the courses, the advisory committee at each school and any other concerned citizens at least 21 days prior to the Board meeting at which such changes are to be discussed or implemented. A public hearing shall be required for any and all deletions, additions or suggested corrections to the sex education curriculum.

I. Outside Interagency Agreements Including Full Service School Program and Supplemental School Health Programs

All agencies or other service providers to the Clay County School System, including but not limited to those participating in the Full Service Schools Program and the Supplemental Basic School Health Service Programs, shall comply with the following: 1) No counseling or referral related to abortion or to abortion services. 2) No dispensing of contraceptives (including condoms). 3) No female, internal pelvic examinations. 4) No instruction or prescriptions for contraceptive availability or use, nor referrals for the

aforementioned, unless a written parental consent has been received on a form approved by the Clay County School Board. Should any employee of any agency or service provided to the Clay County School System mentioned above violate any of the foregoing provisions, said employee shall immediately be removed from the Clay County School System and may not return for a period of not less than three (3) years and reinstatement shall not be permitted until said employee thoroughly understands and has agreed to abide by the policy. Any repeated offense shall be considered sufficient cause for permanent dismissal of the employee. This condition shall be included in the contracts into which the Clay County School Board enters with all such agencies or service providers.

(Adopted: 06/22/92)

J. Opt-Out Provision

Parents shall be informed that they may decide to “Opt-Out” their child from participation in Human Growth and Development classes at any grade level. No child will be excused from Human Growth and Development classes without the written permission of the parent/guardian. Human Growth and Development classes will be scheduled in identifiable time slots.