

Dear Colleague:

On behalf of the members of the Kentucky Coordinated School Health Task Force, I would like to extend to you and your school/district an invitation to participate in the eighth annual Coordinated School Health Institute, June 17-19, 2003. The Institute, which will be held on the Eastern Kentucky University campus, focuses on content and strategies that facilitate the development of a Coordinated School Health Program (CSHP) and addresses the Core Content for Assessment in Practical Living. The theme this year will relate directly to some of the most significant risk behaviors of Kentucky's youth as identified on the Youth Risk Behavior Survey (YRBS). This year's content will address **HIV/AIDS, nutrition, and inadequate physical activity**.

Each school/district is encouraged to send a team consisting of two to five members. The team may represent the district or an individual school. A limited number of individual participants will be allowed to attend. We encourage participation from all individuals who have an interest in the health of children and youth.

During the Institute all participants will receive information and materials to support the implementation of a Coordinated School Health Program. Teams of two or more participants have the additional opportunity to write a proposal for funding to address the risk behaviors mentioned above. Past grants have ranged from \$600-2000.

The deadline for registration is April 4, 2003. Graduate credit is available for participants who complete the Institute. Additional information is included.

Please read the enclosed material for further information pertaining to the Institute objectives, session topics, formation of appropriate teams, housing, and registration procedures. We look forward to working with your school/district. If you have any additional questions, please contact me at (859) 622-1029 or (859) 622-2916 (fax) or via E-mail michael.ballard@eku.edu. Questions may also be directed to Dr. Donald Calitri at (859) 622-1142 or (859) 622-2916 (fax) or via email donald.calitri@eku.edu.

Respectfully yours,

Michael D. Ballard, Ed.D., CHES
Chair, Kentucky Coordinated School Health Task Force

Enclosure: Registration Packet Agenda

FOCUS ON WELLNESS
At the

**EIGHTH ANNUAL
KENTUCKY COORDINATED SCHOOL
HEALTH INSTITUTE**

Focusing on
HIV/AIDS
Nutrition
Physical Activity

**at
Eastern Kentucky University
Richmond, Kentucky
June 17-19, 2003**

Sponsored by

Kentucky Department of Education
Kentucky Department for Public Health
Kentucky Coordinated School Health Task Force
Eastern Kentucky University, Department of Health Promotion & Administration
Western Kentucky University, Department of Public Health
Kentucky Association for Health, Physical Education, Recreation and Dance
Kentucky Association for School Health
Kentucky Parent Teachers Association (PTA)
University of Louisville, Dept. of Health, Physical Education & Sport Studies
Southern Kentucky AHEC
Kentucky Office of Family Resource and Youth Services Center

*Funding provided through a cooperative agreement with the
Centers for Disease Control and Prevention*

APPLICATION DEADLINE: APRIL 4, 2003

COORDINATED SCHOOL HEALTH PROGRAM

A coordinated school health program is an organized set of policies, procedures, and activities designed to protect and promote the health and well-being of students and staff. The graphic below shows the eight components of a Coordinated School Health Program.



INSTITUTE DESCRIPTION

This exciting institute is designed to help teams throughout Kentucky develop a coordinated school health plan for their school or district. The Institute includes programs for teachers of grades P-12 in health, fitness and wellness activities, special focus sessions with an emphasis for those interested in nutrition, counseling, school nursing and other support staffing areas. The Institute will offer models, resources and innovative program ideas for the development of health promotion and wellness programs. Teams will complete an action plan for the implementation of their health promotion program and identify specific steps to be taken by the team to implement their plan. Participants stay in dormitory-style accommodations, dine on healthy meals and enjoy recreational facilities and special activities to provide them with the experience of living a total wellness lifestyle.

INSTITUTE OBJECTIVES

By providing a supportive learning environment, the following objectives will be accomplished:

- ❖ Teams can assess the role of school health in their school or district, create a model school or district coordinated school health program, and develop a plan to put that model in place in their school/district.

- ❖ Participants will examine and discuss the health education and fitness education resource materials and personnel available to them.
- ❖ Participants will develop an understanding of the health promotion concepts and methods to prevent obesity and eating disorders, lack of physical activity, and other behaviors that reflect unhealthy lifestyles.
- ❖ Participants will be provided with strategies for addressing implementation of the Practical Living Academic Expectations, Program of Studies, & Core Content for Assessment in their classrooms.
- ❖ Participants will utilize and discuss current strategies and techniques to facilitate the teaching of health education, health related aspects of physical education, the school lunch program, and other school health programs.

WHO SHOULD ATTEND?

Participants in the Kentucky Coordinated School Health Institute are encouraged to attend as a member of a team. Teams may represent a school or a school district. Teams must consist of at least two members and no more than five members. Ideally, teams should have a broad representation from different areas relating to student services and health education. Suggestions for team membership are listed below.

- ◆ Teachers P-12
- ◆ Health Educator or Health Coordinator
- ◆ Administrator (Curriculum Supervisor, Principal, or Central Office Personnel)
- ◆ Family Resource or Youth Service Center Director
- ◆ School Nurse or Health Department Personnel with school experience
- ◆ School Based Council Member or School Board Member
- ◆ Guidance Counselor, Social Worker or School Psychologist
- ◆ Community Member or Parent
- ◆ Family and Consumer Science Teachers
- ◆ AHEC Personnel

GRADUATE CREDIT

The Department of Health Promotion and Administration at Eastern Kentucky University is offering graduate course credit for students completing the Institute. Please contact Dr. Don Calitri at (859) 622-1147 or email Donald.calitri@eku.edu for more information.

Preliminary Program Highlighted

The institute will offer various concurrent sessions on contemporary health issues, new academic programs, valuable resources at the state, community, and national level, and hands-on planning for implementation of each team's school or district plan. During each day, time will be set aside for health promotion and recreational activities.

Teams will be provided time and resources to develop an action plan for implementing a coordinated school health program in their school or district. The Institute will provide invaluable assistance for those wanting to develop coordinated school health education.

APPLICATION DEADLINE: APRIL 4, 2003

APPLICATION FOR ADMISSION

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KENTUCKY COORDINATED SCHOOL HEALTH INSTITUTE			
		DATES: JUNE 17-19, 2003	
Name of School or School District			
School or District Phone Number	()	Application Date	
Name of Team Leader			
Home Address			
Work Address			
Home Phone	()	Please indicate your level of understanding of a Coordinated School Health Program on the scale provided immediately below	
E-Mail			
Work Phone	()	Low	1 2 3 4 5 High Mark One
Have you attended the Kentucky CSH Institute Before?	<input type="checkbox"/> Yes <input type="checkbox"/> No	(if yes please indicate the year) _____	
Name of Member #2			
Home Address			
Work Address			
Home Phone	()	Please indicate your level of understanding of a Coordinated School Health Program on the scale provided immediately below	
E-Mail			
Work Phone	()	Low	1 2 3 4 5 High Mark One

Have you attended the Kentucky CSH Institute Before?	<input type="checkbox"/> Yes <input type="checkbox"/> No	(if yes please indicate the year) _____							
Name of Member #3									
Home Address									
Work Address									
Home Phone	()	Please indicate your level of understanding of a Coordinated School Health Program on the scale provided immediately below.							
E-Mail									
Work Phone	()	Low	1	2	3	4	5	High	Mark One
Have you attended the Kentucky CSH Institute before?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes please indicate the year(s) _____.							
Name of Member #4									
Home Address									
Work Address									
Home Phone	()	Please indicate your level of understanding of a Coordinated School Health Program on the scale provided immediately below.							
E-Mail									
Work Phone	()	Low	1	2	3	4	5	High	Mark One
Have you attended the Kentucky CSH Institute before?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes please indicate the year(s) _____.							
Name of Member #5									
Home Address									
Work Address									
Home Phone	()	Please indicate your level of understanding of a Coordinated School Health Program on the scale provided immediately below.							
E-Mail									
Work Phone	()	Low	1	2	3	4	5	High	Mark One
Have you attended the Kentucky CSH Institute before?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes please indicate the year(s) _____.							

Registration Fee is \$150 Per Person

Registration Deadline is April 4, 2003

Fee covers meals, lodging, Institute materials and seminars during the week. Housing is dormitory style. Teams are encouraged to have an alternate **if** a team member cannot attend after the team notification.

NO REFUND AFTER NOTIFICATION OF TEAMS' ACCEPTANCE (MAY 01, 2003)

Make checks payable to: **KENTUCKY COORDINATED SCHOOL HEALTH INSTITUTE**

Purchase Orders will be accepted. Payment must be received by JUNE 01, 2003

Mail to:

Dr. Donald L. Calitri, Department of Health Promotion and Administration
521 Lancaster Avenue, 420 Begley Building
Eastern Kentucky University
Richmond, Kentucky 40475-3102
Phone (859) 622-1142 FAX (859) 622-2916

NOTE: Teams that do not attend all scheduled sessions during the Institute will not be eligible to write a mini-grant proposal for funding.