

**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 data 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:

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

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](mailto: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



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**

**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.

<b>School:</b>	
<b>Site CHKS/CSSS Point of Contact</b>	
<b>Name:</b>	<b>Position:</b>
<b>Phone # (include extension):</b>	<b>Email:</b>

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

Grade Levels			Period	Subject	Teacher	No. of Students
7	9	11				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1, 2, 4	English 1,2	Parker	92
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

\_\_\_\_\_  
 Print Principal's Name

\_\_\_\_\_  
 Principal's Signature

\_\_\_\_\_  
 Date

**Please return this form to: Counseling and Guidance**  
**Email: [counselingandguidance@sandi.net](mailto:counselingandguidance@sandi.net) 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.

<b>School:</b>	
<b>Site CHKS/CSSS Point of Contact</b>	
<b>Name:</b>	<b>Position:</b>
<b>Phone # (include extension):</b>	<b>Email:</b>

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

Grade Levels		Teacher	No. of Students
4 (Pt. Loma Cluster Only)	5		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parker	34
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
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<input type="checkbox"/>	<input type="checkbox"/>		

\_\_\_\_\_  
 Print Principal's Name

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 Principal's Signature

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