A. It is the policy of the Tooele County School District Board of Education that all instructional materials, speakers, special programs, and resource agencies used in any human sexuality presentations or discussions shall be reviewed and approved by the Human Sexuality Curriculum Committee. The committee is guided by Utah state law, Utah State Office of Education regulations and core curriculum, and policies of the Tooele County School District. The purpose of this policy is to ensure that accurate and up to date information is available to teachers for classroom instruction.

B. Duties of the Human Sexuality Curriculum Committee shall include:

1. Reviewing and approving all instructional materials, speakers, special programs, and resource agencies used in any Human Sexuality presentations or discussions;
2. Reviewing previously approved materials periodically for accuracy of information;
3. Hearing appeals, complaints or other special matters pertaining to existing human sexuality education programs, policies, or materials that have not been resolved at the school level;
4. Requiring use of the "Parent Notification Form" developed by the Utah State Office of Education for human sexuality instruction;
5. Submitting an annual written report to the Tooele County School District Board of Education the May board meeting each year;
6. Updating annually the "Approved Materials List" and providing a copy of the list to schools;
7. Conducting at least two meetings throughout the school year. Additional meetings will be held as needed.

C. Administrative Procedures and Duties Relating to Human Sexuality Education Committee shall include:

1. Reviewing and approving all instructional materials, speakers, special programs and resource agencies used in any human sexuality presentation.

a. Included under the review requirements is any course, unit, class, activity or presentation that provides instruction or information to students about sexual abstinence, human reproduction, human anatomy, maturation, physiology, pregnancy, marriage, childbirth, parenthood, adoption, contraception, sexual abuse, sexual assault and rape, or HIV/AIDS and other sexually transmitted diseases. While these topics are most often discussed in such courses as health education, health occupations, human biology, physiology, parenting, adult roles, psychology, sociology, child development, and biology, this rule applies to any course or class in which these topics are the focus of discussion.

b. Membership of this committee shall consist of representatives from the Tooele County School District elementary and secondary teachers, principals, district nurses, parents/guardians, and a representative from the District administration such as the curriculum specialist (the parent/guardian must have a student enrolled in the district.) Student representation may be requested by the committee. At least as many parents as school employees should be on the committee.

c. Proposed membership will be submitted yearly to the Board of Education for review in the May board meeting.

d. The district administrator will serve as cochair with an elected member from the committee as the chair.

e. The committee shall review and approve all guest speakers and guest presenters and their respective materials relating to human sexuality instruction to insure that the information is medically accurate and that it complies with state law. Committee approval must be given prior to use in the classroom.
2. Reviewing previously approved materials periodically for accuracy of information.
   a. Instructional materials will be reviewed every five years from the initial date of approval to check for
      medical accuracy and compliance to state law.
   b. Speakers, special programs and resource agencies will resubmit their content to be reviewed by the
      Human Sexuality Curriculum Committee if there are any changes made. Any changes must be submitted to
      committee to be reviewed at least sixty days prior to the intended use date. Materials can only be used if
      final approval is given by the Board.

3. Hearing appeals, complaints, or other special matters pertaining to existing human sexuality education
   programs, policies or materials that have not been resolved at the school level.
   a. Complaints and concerns should be handled at the school level between parents, teachers and school
      administrators.
   b. Complaints that cannot be settled at the school level should be sent in writing to the district’s human
      sexuality chairperson and the curriculum specialist; they will take the complaint to the committee for
      review.

4. Requiring use of the “Parent Notification Form” developed by the Utah State Office of Education for human
   sexuality instruction. (Available on the USOE website)
   a. Explains a parent’s right to review proposed curriculum materials in a timely manner.
   b. Requests the parent’s permission to instruct their student in the identified course material related to
      human sexuality.
   c. Allows the parent/guardian to exempt their student from attendance for class period(s) while identified
      course material related to human sexuality is presented and discussed.
   d. Students may not receive any instruction on human sexuality until the permission form has been signed
      and returned to the teacher. Forms will be kept on file at the school for a minimum of one year.
   e. A form will be on file for each course taught (i.e. health, biology, physiology, medical anatomy, human
      biology, adult roles, and maturation).
   f. If a student is exempted from the course material required by the board approved core curriculum, the
      parent shall take responsibility for the student learning the required material.
   g. Each school shall log and track complaints and comments resulting from student participation in human
      sexuality instruction. The schools will report annually to the human sexuality education committee. The
      District will report the disposition of complaints to the USOE upon request.

5. Submitting an annual written report to the Tooele County School District Board of Education by May 31 each
   year.
6. Updating annually the “Approved Materials List.” Teachers and parents may access the approved materials list
   through the District web page Health link.

D. The district shall provide training to all educators consistent with Utah State Office of Education regulations
   concerning human sexuality instruction.
   1. All newly hired assigned educators with responsibility for any aspect of human sexuality instruction will attend
      a stateapproved inservice outlining the human sexuality curriculum and the criteria for human sexuality
      instruction in any course offered in the public education system.
   2. The district will hold a training every three years for those educators with the responsibility for any aspect of
      human sexuality instruction.

E. Human Sexuality Education Initial Review and Reconsideration Procedures
   1. The following are guidelines for requesting an initial review or reconsideration of materials:
      a. Any agency, district employee, or parent/guardian may request an initial review or reconsideration of
         materials.
      b. Information for reconsideration must be additional or different from any considered on the initial vote.
         The committee will determine whether to reconsider the material and, if so, whether to grant the
         individual/organization requesting the reconsideration to present the new information to the committee.
      c. Requests for review or reconsideration of materials must be submitted in writing to the committee chair or
         cochair three weeks prior to the next committee meeting if they are to be placed on the agenda.
      d. Members of the committee will be given a copy of each request.
      e. The individual/organization requesting the initial review will be given an opportunity to present the new
         information to the committee.
f. Following the presentation, the committee will discuss and vote on the materials in question.
g. A majority vote of members will be required for approval.
h. If the individual organization requesting the reconsideration is not satisfied with the decision of the committee, the individual or organization may appeal to the Assistant Superintendent for further review. Any recommendation shall return to the committee for discussion and action.

F. The Board of Education has the authority and responsibility to make final decisions concerning human sexuality education of the District. The Human Sexuality Curriculum Committee shall abide by rules, regulations and policies of the Board of Education.

G. Tooele County School District Teachers’ Responsibilities

1. Teachers instructing any aspect of Human Sexuality Education shall participate in the training provided by the Utah State Office of Education and the Tooele County School District.
2. Teachers shall use the USOE Parental Notification Form for all students in the courses where Human Sexuality Education/Instruction occurs.
3. Teachers shall individually record parent and community complaints or comments, and these will be reported to the school administration for record keeping.
4. Teachers may respond to spontaneous student questions for the purposes of providing accurate data or correcting inaccurate or misleading information or comments made by students in class regarding human sexuality.
5. Teachers will follow the guidelines and materials issued through the Human Sexuality Curriculum Committee.
6. Teachers will send a reminder to parents/guardians two weeks prior to the course presentation.

Legal

Utah Code §53A-14-101
Utah Code §53A-13-302
Utah Code §53A-13-301
USOE Administrative Rules R277-474
Utah Code §53A-13-101