

Program Checklist

We are so glad that you have chosen to schedule presentations with **Youth Equipped to Succeed (YES)**.

We are here to support you as you prepare for your presentations. Please feel free to contact our offices if you have any questions or need any assistance.

Immediately:

- _____ Publish program dates on websites, family access/information systems, and calendars (PTA, District, Campus, etc.).
- _____ Reserve Auditorium or rooms to be used (avoid gymnasiums and cafeterias if possible).
- _____ Review Frequently Asked Questions.
- _____ Send program schedule to **Youth Equipped to Succeed** (including start and end times for each program).

4 to 6 Weeks Prior to Program(s):

- _____ Send Parent Information Letter with date / time / location of Parent and Student Programs. Program-specific samples are included on the last two pages of this document.
- _____ Include OPT-IN forms for any of the sexual health programs listed below.
 - *Aim for Success (AFS), Determined to Succeed (DTS), Freedom to Succeed (FTS), Next Up (NU), and Focus on Success (FOS).*
 - Our recommendation is that you request a “Yes” or “No” response to help ensure you receive a form for each child. We hope this will help to reduce the number of forgotten or lost forms.
 - Visit the TEA website for additional guidance (Correspondence authored August 1, 2024): Search for [Updated Guidance on Parental Opt-In Requirement](#)
 - Contact your school district’s legal department if you still have questions or for updates on the Texas Education Code regarding opt-in requirements.
 - Texas Education Code Section 28.004 [subsection (q-6)].**
 - Before a student may be provided with instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking, a school district must obtain the **written consent of the student’s parent**. A request for written consent under this subsection:
 - (1) **may not be included with any other notification or request for written consent** provided to the parent, other than the notice provided under Subsection (a); and
 - (2) must be provided to the parent **not later than the 14th day before** the date on which the instruction begins.
 - For presentations outside of the State of Texas, please refer to your local or state statutes for requirements.

2 to 3 Weeks Prior to Program(s):

- _____ Verify that you have sent your program schedule to the YES office. If not, please send it ASAP.
- _____ Check for students who do not have an OPT-IN form on file for any of the sexual health programs listed above.
- _____ Follow up with parents and resend Parent Information Letter/OPT-IN form (see above for requirements).

Frequently Asked Questions

What should I do to prepare for the programs?

The Checklist provides a list of to-do items and timeline to help you prepare for the program.

How long are the programs?

Full length programs are:

- Student Program: K-2nd - 30 min / 3rd-5th - 45 min / 4th-5th Next Up - 60 min / 6th-12th - 60 min
- Parent Program: 60 min
- **This is the amount of time needed to present the material.** It does not include time for students to be seated, or to make announcements/introductions.
- When time constraints are an issue, we recommend teachers bring their classes directly to the presentation location and take attendance once students are seated.
- Allow at least 5-10 minutes for students to exit and the next group to enter between sessions.

NOTE: If ample presentation time is not provided, portions of the program will be omitted.

This may result in loss of TEKS that would normally be covered in the presentation.

What type of room works best?

Auditoriums, classrooms, libraries, band halls, and choir rooms work well. We recommend avoiding gymnasiums and cafeterias if possible due to acoustics.

Is there a limit to the size of the audience?

Smaller groups of students provide the most optimal learning experience with our Wellness Education Programs. The larger the group the greater the chance of disruption.

It is important for teachers to sit with their students as close to the front as possible and that the principal or vice-principal be visible to mitigate discipline problems that may occur.

Recommended audience sizes:

K - 2nd Grade: Ideal 50 (Max 100)	6th-8th Grade: Ideal 75 (Max 200)
3rd - 5th Grade: Ideal 50 (Max 150)	9th-12th Grade: Ideal 100 (Max 350)

Should boys and girls be separated?

The programs are not embarrassing, and we have found students typically behave better in a mixed audience. If you desire to separate your students, that is acceptable.

Exception: The *Next Up* growth and development program for 4th and 5th grade students is presented in gender separated audiences.

Are permission slips required?

See checklist section **4 to 6 Weeks Prior to Program(s)**.

What additional resources do you offer?

Our monthly **Connections E-Newsletter** provides parents and educators insightful articles on topics found in today's youth culture. You may also visit <https://youthequipped.org/motivational-moments/> to access our **Motivational Moments** video series. These short videos address critical topics in an engaging and entertaining format. Discussion questions are provided to help parents and educators lead meaningful conversations with students or give students the opportunity to reflect on their own experiences.

What if I have more questions?

Please call the YES office at 888-579-5790. Our staff is ready to assist you!

A CONNECTED STUDENT IS A PROTECTED STUDENT.®

www.youthequipped.org • 888-579-5790 • info@youthequipped.org



Program Set Up Needs

We want to help make your program a success!
Please let us know if you are unable to meet any of the following requirements.

The Speaker will bring...

- Laptop, Projector, Audio Speaker
- VGA, HDMI Cables

NOTE: If your venue has a sound/projection system, the Speaker may connect to it if they are able to.

The Speaker is unable to present without at least one District or Campus Staff member present for the entire duration of any presentation (student or parent).

Please prepare the following prior to the Speaker's arrival...

In-Person Programs:

- **Table or A.V. Cart**
- **Extension Cord** (*long enough to reach between the A.V. Cart and the power outlet*)
- **Projection Screen** (*large enough for the size of your audience*)
- **Lighting** conducive to viewing the visual components of the presentation
- **Microphone** for use in gymnasium/cafeteria/auditorium, or for audiences of 50+
- **Meet the speaker** 20-30 minutes before the program
- **Teacher/Staff** to sit with students
- **Principal or Assistant Principal** visible w/large groups (see FAQ)

NOTE: When selecting a location for your presentation, please avoid spaces where other students may hear the speaker or see the visual presentation. This is especially important for programs that require parental opt-in.

Live Stream (Virtual) Parent Presentations:

- **Youth Equipped to Succeed will provide a Live Stream (virtual) link.**
 - If you have not already received your link, please contact Irma Almanza at ialmanza@youthequipped.org for assistance.
- If you wish to provide your own link instead, you must contact YES in writing to provide the link and any necessary information for the speaker no less than 2 weeks before the presentation.
- **A District or Campus Staff member must be available to:**
 - Meet with the speaker 15 minutes prior to the program for equipment/sound check
 - Remain on the Live Stream meeting for entire duration of the presentation

PLEASE NOTE: The Speaker is unable to answer questions during Live Stream presentations. Parents may submit inquiries to WEQuestions@youthequipped.org.

PLEASE COPY AND PASTE ONTO YOUR SCHOOL LETTERHEAD

- If you choose to use your own form, please be mindful to maintain consistency in the wording of program descriptions with our messaging.
- For presentations outside of the State of Texas, please refer to your local or state statutes for requirements.

Dear Parent/Guardian,

Our school has partnered with **Youth Equipped to Succeed** (YES) to provide information on relationships and sexual health. Through these programs, students are provided research-based information on how to achieve optimal health and are encouraged to focus on their dreams and goals. Please join us for the **Parent Presentation** to preview what the students will see and receive tools and strategies for communication with your child.

Parent Program

Location:

Date:

Time:

The student program will be presented on: _____

Youth Equipped to Succeed believes strongly in connecting students to positive messages and healthy relationships that will help them navigate cultural pressures. Through their programming, students of all ages, backgrounds and circumstances are equipped with the knowledge, attitudes and skills they need in order to achieve more healthy and successful futures.

Youth Equipped to Succeed mission:

Growing value and vision in youth by combating isolation and imparting hope

Our students will be participating in **Freedom to Succeed** which provides the legal definition of sex and explains laws dealing with such issues as child support, underage sex, sexual harassment, sexting and sexual activity while under the influence of drugs and alcohol.

To view an outline of the program content, please visit the **Youth Equipped to Succeed** website at:
<https://youthequipped.org/program-outlines/>

**THIS FORM MUST BE RETURNED WITH A "YES" RESPONSE
IN ORDER FOR YOUR CHILD TO ATTEND / VIEW THE PROGRAM.**

Opt-in is required for students to receive this information.

☐

YES, I **do** want my child to attend/view the *Freedom to Succeed* presentation.

☐

NO, I **do not** want my child to attend/view the *Freedom to Succeed* presentation.

Child (printed name): _____

Parent or Guardian (printed name): _____

(Signature): _____ (Date): _____

Estimado Padre / Tutor,

Nuestra escuela se ha asociado con **Youth Equipped to Succeed (YES)**, para proporcionar información sobre las relaciones y la salud sexual. A través de estos programas, los estudiantes reciben información basada en investigaciones sobre cómo lograr una salud óptima y se les anima a concentrarse en sus sueños y metas. Únase a nosotros para la presentación para padres para obtener una vista previa de lo que verán los estudiantes y recibir herramientas y estrategias para comunicarse con su hijo.

Programa para padres

Localización:

Fecha:

Hora:

El programa para los estudiantes se presentará el: _____

Youth Equipped to Succeed cree firmemente en conectar a los estudiantes con mensajes positivos y relaciones saludables que los ayudarán a navegar las presiones culturales. A través de su programación, los estudiantes de todas las edades, orígenes y circunstancias están equipados con el conocimiento, las actitudes y las habilidades que necesitan para lograr un futuro más saludable y exitoso.

Youth Equipped to Succeed misión:

Aumentando valor y visión en la juventud, mientras combatiendo el aislamiento e impartiendo esperanza

Nuestros estudiantes participarán en **Freedom to Succeed** que proporciona la definición legal de sexo y explica las leyes que se ocupan de cuestiones como la manutención de los hijos, el sexo con menores, el acoso sexual, el sexteo y la actividad sexual bajo la influencia de drogas y alcohol.

Para ver un resumen del contenido del programa, visite el sitio web de **Youth Equipped to Succeed** en:
<https://youthequipped.org/program-outlines/>

**ESTE FORMULARIO SE DEBE DEVOLVER A LA ESCUELA CON UNA RESPUESTA "SÍ"
PARA QUE SU HIJO ASISTA / VEA EL PROGRAMA.**

Se requiere permiso para que los estudiantes puedan recibir esta información.

☐

SÍ, quiero que mi hijo asista / vea la presentación *Freedom to Succeed*.

☐

NO, no quiero que mi hijo asista / vea la presentación *Freedom to Succeed*.

Niño (nombre en letra de imprenta): _____

Padre o tutor (nombre en letra de imprenta): _____

(Firma): _____ (Fecha): _____