

Reminder- Invitation Letter for Comprehensive Health Educator Core Knowledge and Skills (CHECKS) Study

Hello *[Educator Name]*,

I am writing to confirm the receipt of the invitation below to participate in the Comprehensive Health Educator Core Knowledge and Skills (CHECKS) Study during the 2021-2022 school year. Please confirm by *[insert date]* your interest in participating.

Thank you,
[Portland Staff Member]

Message Below:

Dear *[Educator Name]*,

The Centers for Disease Control and Prevention's (CDC) Division of Adolescent and School Health (DASH) and ICF, a research and evaluation firm, are looking for Portland Public Schools (PPS) middle school and high school health teachers to participate in the Comprehensive Health Educator Core Knowledge and Skills (CHECKS) Study during the 2021-2022 school year. This study is designed to help us better understand the knowledge and skills that are most important for delivering health education in schools and to test the effectiveness of CHECKS, a package of professional development offerings, on enhancing these knowledge and skills. The goal of CHECKS is to strengthen your knowledge and skills to deliver comprehensive health education to middle and high school students across PPS.

The CHECKS study will take place throughout the 2021-2022 school year, beginning in the summer (July/August) and consist of a total of 20 hours of professional learning. You will be compensated for your time or substitutes will be provided to support your health education classes, when needed, in order for you to participate in the CHECKS study.

CHECKS components:

- ✓ *One day in-person (or virtual) training (including pre-work) (approximately ~6 hours)*
- ✓ *8 self-paced learning modules (approximately 30-45 minutes each)*
- ✓ *Follow-up support check-ins (virtual)*

Your participation in the CHECKS Study will help provide valuable information to improve professional development enhancing teacher's knowledge and skills to deliver comprehensive health education.

For more information, please click [here](#) to learn more and enroll in the CHECKS Study. If you have further questions, please contact Lorin Boyce at Lorin.Boyce@icf.com.

Thank you,

[Portland Staff Member]