

Intradistrict Communication

DATE: August 20, 2026

TO: Principals and Assistant Principals

FROM: Michael Anderson, Associate Superintendent
Buddy Alger, Director of Student Services
Jodee Packer, Student CARE Specialist

SUBJECT: Wellness Centers

As we prepare to support students in Wellness Centers around the district, Student Services is here to help train and support new and returning Wellness Room Coordinators.

This session will cover foundational operational standards, student privacy laws, mandatory reporting procedures, and data collection practices designed to measure student impact.

Training Details

- **Date:** August 28th 2006
- **Time:** 2:00 pm
- **Location:** District Office Training Room 129 (7387 S. Campus View Drive West Jordan, UT)
- **Target Audience:** Wellness Center Coordinators
- **Agenda**
 1. **FERPA & Student Data Privacy**
 - Clear guidelines on maintaining student privacy compliance.
 2. **Mandatory Abuse & Neglect Reporting**
 - Mandated reporter obligations, recognizing signs of child abuse/neglect, site-level reporting protocols, and documentation best practices.
 3. **Room & Environmental Standards**
 - Physical safety, supervision protocols, creating a welcoming and trauma-informed space, and room capacity/sign-in procedures.
 4. **Data Collection & Best Practices**
 - Tracking student visits, measuring outcomes, maintaining confidentiality in logbooks/software, and utilizing data to support school-wide wellness goals.

Action Requested from Principals

- **Confirm Attendance:** Please ensure your Wellness Center staff are registered and scheduled to attend by [clicking here](#).

For questions or additional details, please contact Jodee Packer 801-567-8193.