

Administrative Directive Title: HIV and AIDS Training	AD Number: 5.401.1	Adopted: November 2024
Policy References: Board Policy 5.401 – Acquired Immune Deficiency Syndrome (HIV/AIDS)	Revised:	

- 1 The Human Resources Department shall be responsible for ensuring that each employee receives
 2 training on the following:
- 3 1. HIV Epidemiology;
 - 4 2. Methods of Transmission and prevention;
 - 5 3. Bloodborne pathogens;
 - 6 4. Universal precautions;
 - 7 5. Psychological and social aspects of HIV and AIDS;
 - 8 6. Related federal and state laws and policies; and
 - 9 7. School procedures and policies regarding HIV and AIDS-related issues

10 Every employee shall treat as highly confidential any knowledge or speculation concerning the
 11 HIV or AIDS status of a student or employee. HIV-related information is confidential regardless
 12 of the source, including whether the information is obtained intentionally or unintentionally from
 13 the person with HIV or AIDS or through oral, written, or electronic communication from another
 14 source. Unauthorized disclosure by employees is cause for disciplinary action, up to and including
 15 dismissal, and could lead to individual liability in addition to criminal or civil penalties against the
 16 school district and its personnel.

17 No information regarding a student’s or employee’s HIV or AIDS status shall ever be disclosed to
 18 any individual or organization without a court order or the informed, written, signed, and dated
 19 consent of the person with HIV infection or AIDS (or the parent or guardian of a legal minor). The
 20 written consent must specify the recipient of the information and the purpose of the disclosure.
 21 Any disclosure shall be made in accordance with the Health Insurance Portability and
 22 Accountability Act (HIPAA), the Family Educational Rights and Privacy Act (FERPA) and all
 23 other applicable state and federal laws.