
TIMELINE

Washington State Healthy Youth E-Survey Pilot 2019

Sept 3	Survey recruitment begins: <ul style="list-style-type: none">• Recruitment letter mailed to district superintendents and school principals• Recruitment materials posted to: www.AskHYS.net
Sep-Oct	Upon survey registration <ul style="list-style-type: none">• Survey Instruction packet emailed to school.• Planning meeting scheduled with Survey Coordinators and school IT staff.
By Oct 7	School notifies parent and student about the survey: <ul style="list-style-type: none">• Notify parents using any of the IRB procedures• Notify students using both IRB procedures• Post information and the Information Letter on the school/district website
By Oct 7	School verifies online that parents and students have been properly notified at: www.AskHYS.net/Form/Notification .
By Oct 14	E-Survey URLs to sent to schools.
Oct 28 - Nov 15	School administers survey.
By Nov 30	Schools provide feedback on the E-Survey process.
Mar 2020	Local reports sent to participating schools and districts.