



## *TIMELINE*

# Washington State Healthy Youth Survey 2020

March	Survey recruitment begins: <ul style="list-style-type: none"><li>• Recruitment letter mailed to district superintendents and school principals</li><li>• Recruitment materials posted to: <a href="http://www.AskHYS.net">www.AskHYS.net</a></li></ul>
June 30	End of survey recruitment: <ul style="list-style-type: none"><li>• Final day for schools to register for the survey</li></ul>
Mar-Jun	Upon survey registration <ul style="list-style-type: none"><li>• Survey Instruction packet emailed to school.</li></ul>
At least two weeks before the survey	School notifies parent and student about the survey: <ul style="list-style-type: none"><li>• Notify parents using any of the IRB procedures</li><li>• Notify students using both IRB procedures</li><li>• Post information and the Information Letter on the school/district website</li></ul> <p>School verifies online that parents and students have been properly notified at: <a href="http://www.AskHYS.net/Form/Notification">www.AskHYS.net/Form/Notification</a>.</p>
October	Begin shipping survey questionnaires to schools (once notification is verified online).
Oct 12 to Oct 30	Survey administration time frame.
Oct to Nov	Ship back completed survey materials (using return shipping label).
Mar 2021	Local reports and slides posted on AskHYS.net.