



2021 MIYHS Frequently Asked Questions

Question: School starts here the 1st and 2nd of September, so the list I send by the 3rd may not be an accurate representation of actual student numbers. The first several weeks of school there are many add/drops for the district.

Answer: Due to COVID, we are running the administration in the Fall for the first time. When enrollments have firmed, and you feel like things are relatively “set,” please submit your classroom enrollments. We hope you can submit by **September 10** and have updated the timeline in the Administration Handbook (version 2) accordingly. Note that we add additional surveys to account for small enrollment changes that occur after your class lists have been submitted. Let us know if you need more time. Thanks!

Q. When can we expect to get the surveys?

A. Packing and shipping surveys can take up to four weeks, so we encourage you to get your class lists in as soon as possible. We will be asking for your help to collect surveys at central drop-off locations around Maine, delivering some, and mailing others depending on quantity and location. As a result, we are recommending a survey administration window at schools from **October 18-29, 2021**, as noted in the updated Administration Handbook (version 2).

Q. I am the Coordinator for multiple sites, do I need to complete the online Training Review for each school?

A. As the Coordinator, as long as you are physically present at each school on the day of the administration of the MIYHS, then you need only complete it once. Let us know at miyhs@panatlanticresearch.com and we will update the records. Thanks for your help!

Q. Can our school administer the survey online?

A. In 2021, only pre-selected schools can administer the survey using online, web-based method. After an evaluation of this year’s administration, we plan to use the online, web-based version of the survey for the 2023 administration.

Q. Will there be a screen reader available for the online version?

A. More information will be contained in the detailed proctor guide for online administration coming out in August.

Q. Can my students use their own computers to complete the survey?

A. Yes. Students can access the survey through any of the popular web browsers that they currently use to access school websites. Keep in mind, students may only complete the MIYHS survey while physically on site at school to ensure privacy and confidentiality.

Q. Who can see the results of the MIYHS?

A. MIYHS data for the state, geographic public health districts, and counties are available publicly when adequate participation rates are achieved. School-level data are protected and available to respective principals and superintendents via username and password on the MIYHS website. Generally, only principals and superintendents will get a username and password to access their respective school-level data. Principals and superintendents are encouraged to share their login information or the school reports with others within the school and/or community, but that is at their digression. A community coalition may ask you to sign a permission form so they can access your school-level data. An account can be made for someone else at your school (i.e., counselor, school nurse, etc.) at the request of the principal or superintendent. Any questions or concerns regarding access to school-level MIYHS data can be directed to Korey Pow at korey.pow@maine.gov. Please note that school reports will only be generated when at least 20 students and at least 50% of enrolled students complete the survey.

Q. Is the Administration Handbook online?

A. Not yet. Please email miyhs@panatlanticresearch.com for an additional copy.

Q. Although a make-up date is encouraged, is it required?

A. Make-up sessions are very important to ensuring high numbers of students participate which improves data quality. Make-up sessions are particularly important during our traditional February timeframe because of the potential for snow or other weather-related closures that greatly impact participation. Please do schedule make-up sessions in case of inclement weather or student absences.

Q. When do you anticipate we will receive the Parent Consent Letters?

A. Parent consent letters will be sent in early August. We will send them in July if they are available sooner. Translated parent consent letters will be available in 10 languages.

Q. Postage reimbursement is at the bulk mailing rate and just for postage, correct (i.e. no envelopes and paper...)?

A. That is correct. While email is the desired method to send parent consent letters, if you choose to send mail, please use the lower-cost bulk mail.