



2017 MIYHS School Response Fax-Back Form

Principals: Please fill out this form in full and fax it to Pan Atlantic Research toll-free at **1-866-422-0072** or email at: miyhs@panatlanticresearch.com at your earliest convenience, but no later than **Friday, September 30, 2016**.

1. Check the appropriate box:

- My school will be participating in the 2017 MIYHS → **Please sign 1A below & fill out Sections 2 thru 5**
- My school will **not** be participating in the 2017 MIYHS → Reason: _____
- It is not yet decided → When will a decision likely be made? _____

1A:

Signed: _____ Printed name: _____ Date: _____
Principal

2. Please fill in the information listed below:

School name: _____
 School address: _____
 Grade span of school: _____
 Principal name: _____
 Principal email: _____

3. Please circle the grade(s) in your school that will be participating in the 2017 MIYHS. *Please use "N/A" only when a particular grade is not part of your school.* **NOTE:** Only schools selected for the K/3 sample can participate in the K/3 module. However, 'volunteer' schools can participate in the 5/6 module if they choose (***please note, however, that 'volunteer' schools will not be able to receive a participation reimbursement***).

<u>K/3 Module</u>				<u>Middle School & High School Modules</u>			
Kindergarten	Yes*	No	N/A	Grade 7	Yes	No	N/A
Grade 3	Yes*	No	N/A	Grade 8	Yes	No	N/A
				Grade 9	Yes	No	N/A
				Grade 10	Yes	No	N/A
				Grade 11	Yes	No	N/A
				Grade 12	Yes	No	N/A

* **For grades K, 3, and 5 only:** Please provide the following information about your School Nurse so that we can send information about the survey to that person directly:

Name: _____

Phone: _____

Email: _____

Fax: _____

4. Please provide the following information for the individual(s) who will be the **2017 MIYHS Coordinator(s)** for your school. 2017 MIYHS Coordinators must:

1. Be available to speak with Pan Atlantic representatives regarding survey administration protocol,
2. Read the 2017 MIYHS Survey Administration Manual and participate in a training review (online),
3. Pick up survey materials at a designated location within your local area in January,
4. Be responsible for training the teachers in your school on how to administer the survey, and
5. Drop the completed surveys off at a designated regional site or return the surveys to Pan Atlantic Research some other secure way.

**** PLEASE NOTE THAT UNLESS OTHERWISE REQUESTED AND SPECIFIED, THE SCHOOL NURSE WILL BE CONSIDERED THE MIYHS COORDINATOR FOR THE K/3 MODULE (AND THAT MODULE ONLY). ****

The person(s) listed below will be receiving additional information about the survey in the coming weeks and months.

The 2017 MIYHS Coordinator(s) for the 5/6, Middle School, and/or High School modules for your school is/are:

2017 MIYHS Coordinator #1 (required)

Name: _____ Title: _____
Email: _____ Phone: _____
Address: _____ Fax: _____

2017 MIYHS Coordinator #2 (optional)

Name: _____ Title: _____
Email: _____ Phone: _____
Address: _____ Fax: _____

5. Would you (as Principal) like to be copied on all future email communications regarding the 2017 MIYHS? (Check one response.)

- Yes
 No

You (as Principal) will receive a confirmation email within five business days of Pan Atlantic Research's receipt of this form.

If you have any questions about the 2017 MIYHS, please contact:

- Gregory McHugh with Pan Atlantic Research at miyhs@panatlanticresearch.com or 1-844-308-8906 (toll-free);
- Reid Plimpton with the Maine Center for Disease Control & Prevention at reid.plimpton@maine.gov or 207-287-5084;
- Jean Zimmerman with the Maine Department of Education at Jean.Zimmerman@maine.gov or 207-624-6687
- Nick Kamenos with the Maine Office of Continuous Quality Improvement at Nicholas.j.kamenos@maine.gov or 207-626-8688