

September 20, 2021

Dear Iowa Youth Survey School Coordinators:

Thank you for joining over 175 Iowa school districts in administering the Iowa Youth Survey (IYS) to your students this fall. This survey collects valuable youth health behavior data that drives funding, program and policy decisions in communities across the state. We value your participation. Administration of the survey will occur from September 27 to November 12, 2021.

This packet contains the following materials:

- Instructions & Script for Classroom Teachers
- Checklist for IYS School Coordinators
- Parental Consent Letter—English and Spanish
- Online survey access link for use in your district

The *Checklist for IYS School Coordinators* includes instructions for schools that may also be participating in the Iowa Youth Risk Behavior Survey. Please read these instructions carefully as they are designed to reduce student burden and improve data quality. If you have any concerns about administering both surveys in your district, please send an email to [iowayouthsurvey@idph.iowa.gov](mailto:iowayouthsurvey@idph.iowa.gov). Moreover, the *Instructions & Script for Classroom Teachers* includes instructions for make-up surveys should there be student absences on the day of survey administration.

Please ensure that every parent/legal guardian of participating 6<sup>th</sup>, 8<sup>th</sup>, and 11<sup>th</sup> grade students has the opportunity to read the parental consent letter, included in this packet and provided to you earlier this summer at [www.iowayouthsurvey.idph.state.ia.us](http://www.iowayouthsurvey.idph.state.ia.us). The letter must be distributed to parents at least two weeks prior to survey administration, if not already distributed. This letter provides parents with information developed in consultation with Iowa Attorney General's Office to ensure parents can make a fully informed decision regarding their student's participation. As a reminder, parents who support their student's participation will provide *passive consent*, meaning they do not need to respond to the parental consent letter. If a parent does **not** want their student to participate, they must complete the *Refusal of Consent* form included at the end of the parental consent letter and return it to you or your designee prior to the survey administration date. *It is your responsibility to coordinate the notification of classroom teachers of any students who should not take the survey on administration day. These students should be provided with an alternate activity.*

If you experience problems with the survey link on administration day, please contact our survey administrator, the Center for Social and Behavioral Research at the University of Northern Iowa, at (319) 273-2105. If you have feedback on the survey administration process or other concerns about the Iowa Youth Survey, please send an email to [iowayouthsurvey@idph.iowa.gov](mailto:iowayouthsurvey@idph.iowa.gov).

Your district will receive a report of the survey findings for your district in early 2022. This report will be sent via email only to those contacts provided in your registration for the IYS. If you'd like to add additional staff members to this list, please send the names and email addresses from your superintendent's email address to [iowayouthsurvey@idph.iowa.gov](mailto:iowayouthsurvey@idph.iowa.gov). Other IYS reports, including the state and county reports, will be available at the [Iowa Youth Survey website](#).

We hope you have a successful administration of the 2021 Iowa Youth Survey. We recognize the incredible demands experienced by many school districts during this continuing pandemic season. We deeply value your participation in the Iowa Youth Survey. Thank you for all you do to keep students, staff and communities safe and thriving.

Sincerely,

Pat McGovern  
IYS Director

Rhonda Chittenden  
Iowa Youth Health Assessment Program Coordinator