



December 21, 2014

Principal Carolyn Gough
Riverton High
12476 South 2700 West
Riverton, UT 84065

Dear Principal Carolyn Gough:

To minimize disruption to your classes, the State Office of Education, Department of Health, and Department of Human Services have coordinated the administration of two student questionnaires into one survey process to be conducted during the spring of 2015. This coordinated process is called the Student Health and Risk Prevention (SHARP) survey and will involve students from a sample of schools throughout Utah. This is the seventh administration of the SHARP Survey. It was also administered during the spring of 2003, spring of 2005, spring of 2007, spring of 2009, spring 2011, and spring of 2013 in schools throughout the State.

Your Superintendent has given Bach Harrison, L.L.C. (survey contractor) permission to conduct the survey in your school district and we have begun coordination with your district's selected Survey Coordinator to plan for the survey. Your school's participation in the project is very important to us, and we will do all that we can to ensure a smooth and easy administration.

This letter is to help your school prepare and plan for the upcoming survey. It is likely that you have already been contacted by the Survey Coordinator for our district/school, Holly Allen (801-567-8115, holly.allen@jordandistrict.org). Here is an overview of the student survey purpose and process:

- The information produced through this survey is very important to education, public health, and substance abuse prevention programs in the state, in your community, and in your school district and school. The State of Utah uses SHARP Survey data to make state- and local-level prevention and health decisions and to determine funding distribution. The results will be used to target and evaluate prevention services for children for the next two years. These questionnaires also collect data that are required for the state to receive additional federal funds and to demonstrate that both federal and state funds are being used effectively. Additionally, the project will gather data that school districts and schools can use to apply for funding sources and plan prevention programs.
- This year, the student surveys are scheduled to take place in February or March. Survey Coordinators have worked with the district to select the survey week for your school district. If the survey coordinator hasn't already contacted you about the timing for your survey, they will be contacting you within the next week to discuss the survey and to work with you to select a date and time that is convenient for your school.
- The survey samples approximately 53,000 students state-wide in approximately 200 schools and focuses largely on students in grades 6, 8, 10, and 12. Your school has been selected to participate in the Utah Prevention Needs Assessment (PNA) Survey (a 6th, 8th, 10th, and 12th grade survey). The exact sampling strategy has not yet been determined; we will let you know as soon as possible the number of classes that will be surveyed at your school. You will be notified which classrooms will

take a given survey no later than one month prior to your survey date. The questionnaire(s) enclosed in this packet are the forms that will be administered at your school. You will notice that there are two PNA Forms – a Form A and a Form B. These forms will be interleaved in classes that are to take the PNA survey and will be handed out at random so that students will only take ONE of the forms.

- The survey will take approximately 45 minutes to complete. The survey will be administered in the classroom setting, by the class teacher. Teachers will be provided with administration instructions and a written script that they will read to the students at the beginning of the class period.
- In schools that have not already gathered active parental permission via the Fall Registration process, an active consent letter will be sent home to parents a minimum of two weeks before the student survey is conducted at your school. The form will ask each parent to give their permission for their child to take the survey, inform the parents of the purpose and importance of the study, and explain that their child's participation is completely voluntary.
- The survey is 100% anonymous. It is impossible to tie a survey's results back to an individual student.
- A copy of the questionnaires and a Project Information Sheet containing answers to frequently asked questions about each survey is enclosed with this letter. Please keep these documents on file at your school for review by interested parents.

Again, the survey coordinator for your district will be in contact with you to confirm that you received this letter and to discuss any questions you may have about the project.

We look forward to working with your school on this important project. Your school's continued participation is very important to the overall success of this research project.

Sincerely,



R. Steve Harrison, Ph.D.
Principal Investigator
Bach Harrison, L.L.C.



Mary VanLeeuwen Johnstun, M.A.
Project Director
Bach Harrison, L.L.C.

Enclosures: Survey Questionnaire(s)
 Frequently Asked Questions Sheet