

Attachment D
Advance Superintendent Letter

Date

Name

District Name

Address

Address

Dear Superintendent X:

I am writing to inform you that [#] school(s) in your district [is/are] among the [##] schools randomly selected across the [jurisdiction] to participate in the 2021 National Youth Risk Behavior Survey (YRBS) Test-Retest Reliability Study, sponsored by the Centers for Disease Control and Prevention (CDC). The purpose of the study is to obtain data that can be used to establish the reliability of data collected by the YRBS. To do that, students take the survey two times so we can understand if students are answering questions on the YRBS the same way each time. This is important because since 1991, the YRBS has been completed by more than 250,000 high school students across the United States, as part of surveys conducted by CDC and by state, tribal, territorial, and large urban school district health and education agencies. The YRBS data are critical to evaluate and inform plans for school health programs.

The YRBS is administered to students in grades 9 through 12 to assess priority health-risk behaviors, including (1) behaviors that result in unintentional injuries and violence; (2) tobacco use; (3) alcohol and other drug use; (4) sexual behaviors that could contribute to HIV infection, other sexually transmitted diseases, and unintended pregnancies; (5) unhealthy dietary behaviors; and (6) physical inactivity. The YRBS was designed in cooperation with federal agencies and numerous state and local departments of education and health. CDC has partnered with Westat, a social science research firm in Rockville, MD, to conduct the 2021 National Youth Risk Behavior Survey (YRBS) Test-Retest Reliability Study.

The selected school(s) in your district is/are:

The CDC respects the educational mission of schools; for that reason, we are requesting only one class from each of grades 9-12 in each school to participate. Data collection will occur during September through December 2021. Questionnaires will be administered during one normal class period. For this study, data collectors will schedule two survey administrations in the selected classes, approximately two weeks apart. Survey administration procedures are designed to protect student privacy and allow for anonymous participation. Further, student participation is voluntary. Students can choose not to participate. Parent permission forms will be sent home to parents who then have an opportunity to opt their child out of the study.

As a token of appreciation for contributing their time and support, Westat will provide each participating school with a \$300 check upon completion of both surveys. One option is to use these funds for health-related curricula or other educational materials. However, no restrictions will be placed on how schools may use these funds. In addition, teachers in the selected classes will receive \$25 after each survey administration.

Your support for this study will help ensure the voluntary participation of the schools selected in your district. Once the study is completed, the aggregate findings will be published in a journal article and the citation will be on CDC's website once published. Counties, cities, school districts, schools, and students will not be identified in any published reports. Additionally, student responses will never be shared with schools.

Enclosed are copies of the YRBS questionnaire, parental permission forms, and a fact sheet about the survey and study.

Within one week, Westat will contact you to answer any questions you may have, and to identify a primary district contact. If you have any immediate questions, please call Barbara Queen at (301) 294-4476. Your support for this test-retest reliability study will help assess and improve efforts to reduce priority health-risk behaviors among adolescents across the nation.

Sincerely yours,

Kathleen A. Ethier, PhD
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Enclosures