

October, 2015

Dear Principal:

The Wyoming Survey and Analysis Center (WYSAC) is pleased to announce the upcoming Wyoming 2016 Prevention Needs Assessment (PNA). This survey is for all 6th, 8th, 10th and 12th grade students in Wyoming. The Wyoming Department of Health, Public Health Division, sponsors this survey with endorsement from the Wyoming Department of Education (see enclosed letters). The 2016 PNA represents the eighth time that the survey will be conducted in Wyoming. WYSAC will continue the tradition of providing the state of Wyoming, its counties, and its school districts with high quality information to aid decision making.

The PNA measures the use of alcohol, tobacco, and other drugs by adolescents and many underlying constructs that encourage or discourage the use of these substances in your schools. From this information, you will be able to identify local strengths and weaknesses that may be different from the rest of the state. Your community and your schools can use the information to plan and evaluate local substance abuse prevention efforts that address areas of concern or capitalize on strengths.

Your school district superintendent has already agreed to administer the PNA in your district, but I still need help and cooperation from your faculty and staff. My colleagues and I will work to make the process as easy and simple as possible and minimize the time commitment. We will prepare all the survey materials and send them to your school; your school coordinator will simply distribute the prepared survey packets to teachers. The survey packets will contain everything that the teachers will need to administer the surveys to their students.

We recognize your important role in gathering this information from the students and understand your need for flexibility to find the best time to administer the survey within your schools. To address these concerns, you will be able to schedule the PNA in your schools any school day starting in mid January and continuing through most of May.

In response to your feedback, this year we are again offering an online version of the survey in addition to the traditional paper-and-pencil manner. We offered the online version for the first time in 2010, and many schools chose to use the online version with great success. If possible, we encourage you this year to use the online version for ease of administration and data evaluation. Our long-term goals for the online form are to increase the survey's accessibility and present more timely results.

At this moment, all I need from you is to complete and return the enclosed enrollment form. If you agree to participate, we will begin setting up the survey in your school. I or a member of my staff at WYSAC will call and follow-up in the next few days to answer any questions you may have. Additional information regarding the PNA survey is available on the project website: www.pnasurvey.org. If you have any questions or concerns feel free to contact me (the Principal Investigator of this project) at 307-760-0307 or ecanen@uwyo.edu.

Sincerely,



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