Michigan School Health Survey System

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School Health and Safety Programs

Michigan Department of Education



Michigan School Health Survey System

Currently Houses:

- Michigan Profile for Healthy Youth (MiPHY)
- Bully-Free Schools (BFS)
- Michigan School Climate Assessment Instrument (MiSCAI)

2017-2018 Survey Cycle

- Surveying open September 5, 2017 June 8, 2018
- All schools are eligible, including public, public school academies, and private schools
- Entirely administered online in lab classrooms, coordinated locally

MiPHY

- Student survey
- Grades 7, 9, 11
- MiPHY or MiPHY Basic
 - MiPHY Basic excludes sexual behavior and suicide
- Available every other school year, even years
- 179 High School questions
- 161 Middle School questions
- Students complete in approximately 30 minutes

Bully-Free Schools

- Student and Staff surveys
- Grades 5-12
- 165 Student questions
- 100 Staff questions
- Available each school year

MiSCAI

- Student, Staff and Parent surveys
- Grades 7-12
- 58 Student questions
- 84 Staff questions
- 59 Parent questions
- Available each school year

Navigating the Michigan School Health Survey System

- Quick Start documents provide step-by-step instructions for surveying
- Gaining Access <u>www.michigan.gov/shs</u>
 - MEIS account required
 - Security Agreement approved by superintendent
 - Access granted by MDE

Survey System Login Page

Take a Survey

Get County Reports

Here to take a survey? Click your role below.







Coordinate a Survey

The place for all school health survey needs

The Michigan School Health Survey System is an online system for schools to register and self-manage the survey process for a wide variety of school health surveys. This survey system and reports are provided at no cost to schools and districts.

Student, staff and parent surveys currently available to implement locally include:

- Michigan Profile for Healthy Youth (MiPHY)
- Michigan School Climate Assessment Instrument (MiSCAI)
- · Bully-Free Schools Survey (BFSS)

To get more information on school health surveys available, go to www.michigan.gov/schoolclimate.

In order to access the system, you must hold a valid MEIS account and have submitted a <u>Security Agreement</u> form signed by the district superintendent.

Login Name:
Password:

Login

I forgot my Login Name

I forgot my Password

Create new Login Name / Password

Home

Welcome to the Michigan School Health Survey System home page. Use the menu at the left to navigate any stage of surveying including setting up, tracking progress, and getting results. Select Home to return to this page.

Survey System News

Welcome to the new Michigan School Health Survey System! Updated Quick Start documents are available at the Guidance section to the left. Please contact Nicole Kramer at kramern@michigan.gov or 517.373.4354 if you have questions.

Available Surveys

- Survey(s)	in Progress				
SI.No.	Survey Name	Grades	Audience	Start Date	End Date
1	Bully-Free Schools - Staff (2013-2014)	5-12	Staff	09/03/2013	06/06/2014
2	Bully-Free Schools - Student (2013-2014)	5-12	Student - Secondary	09/03/2013	06/06/2014
3	MiPHY - High School (2013-2014)	9,11	Student - Secondary	09/03/2013	06/06/2014
4	MiPHY - Middle School (2013-2014)	7	Student - Secondary	09/03/2013	06/06/2014
5	MiPHY Basic - High School (2013-2014)	9,11	Student - Secondary	09/03/2013	06/06/2014
6	MiPHY Basic - Middle School (2013-2014)	7	Student - Secondary	09/03/2013	06/06/2014
7	MiSCAI - Parent (2013-2014)	7-12	Parent	09/03/2013	06/06/2014
8	MiSCAI - Staff (2013-2014)	7-12	Staff	09/03/2013	06/06/2014
9	MiSCAI - Student (2013-2014)	7-12	Student - Secondary	09/03/2013	06/06/2014

+ Survey(s) Published

+ Survey(s) Ended during this Cycle

My Profile

Listed below are your access levels in the Michigan School Health Survey System for the identified district/school(s).

If your access level needs modification, submit a new Security Agreement.

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Email: kramern@michigan.gov

Home

Setup Survey

- 1. Enrollment Data
- 2. Registration
- 3. Generate Password
- 4. Survey Progress

Get Results

Guidance

Preview Survey

Preview

Click on the Survey you wanted to preview.

Survey Name	Level	Grades	AudienceType
Bully-Free Schools - Staff (2013-2014)	General	5-12	Staff
Bully-Free Schools - Student (2013-2014)	General	5-12	Student - Secondary
MIPHY - High School (2013-2014)	High School	9,11	Student - Secondary
MIPHY - Middle School (2013-2014)	Middle School	7	Student - Secondary
MIPHY Basic - High School (2013-2014)	High School	9,11	Student - Secondary
MIPHY Basic - Middle School (2013-2014)	Middle School	7	Student - Secondary
MISCAI - Parent (2013-2014)	General	7-12	Parent
MiSCAI - Staff (2013-2014)	General	7-12	Staff
MiSCAI - Student (2013-2014)	General	7-12	Student - Secondary

Home V

- Enrollment Data
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Guidance

Enrollment Data

Step 1: Enrollment Data

The information collected at this page allows buildings to register and administer any survey available in this system. This step only needs to be completed one time per school year. Go to the Home page to view a list of available surveys.

Instructions:

- Enter total number of students for each grade listed in the enrollment box. Student counts must be entered in each box, regardless of grades being surveyed.
- Enter total building staff count in the enrollment box. The staff count includes all instructional and non-instructional staff regularly in the building.
- Select save button after all numbers are entered.
- Proceed to Step 2. Registration to register for surveys.

The system will calculate and display the sample size from the student count and staff count. The survey sample size is the minimum number of randomly selected students required to be surveyed for valid survey results.

Buildings with low student counts (e.g., 11-19 students) may not receive results if response rates are less than 10 students per question. Results are suppressed for less than 10 valid student responses in order to preserve student anonymity.

District:	Select District	V
Schools:		
	Select	



Save

Enrollment Data

School Name		Enrollment [Staff Data		
	Grade	Student Count	Sampler Size	Staff Count	Sampler Size
	9				
	10				
	11				
	12				

- Enter student counts for all grades to determine sample size
- Student counts over 125 per grade eligible for random sampling
- Student counts below 125 per grade must offer survey to all students in that grade

After enrollment numbers are entered and saved, you may proceed to Step2: Registration.

- Enter staff count to track progress
- Staff count required regardless of staff survey participation

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1. Enrollment Data

Get Results

Guidance

Registration

Step 2: Registration

Registration allows buildings to choose surveys to implement. This step can be revisited throughout the school year to register for additional surveys. Go to the Home page to view a list of available surveys.

Instructions:

- . You can register by either selecting a survey OR building from the drop down.
- If selecting from the survey drop down, a list of buildings specific to your access-level will be displayed.
- . If selecting from the building drop down, a list of available surveys will be displayed.
- . Once survey(s) or building(s) are selected, you must click on the submit button to save your changes.

You may unregister a survey; however, if a school has administered at least one survey during this collection, the unregistration option will not be available.

Registration for a survey must be completed before the survey login and password can be generated.

Select a Survey:	Select a Survey	~
	OR	
Select a District:	Select a District	~

Survey(s)					
	Survey Name	Grades	Audience	Start Date	End Date
	Bully-Free Schools - Staff (2013-2014)	5-12	Staff	09/03/2013	06/06/2014
	Bully-Free Schools - Student (2013-2014)	5-12	Student - Secondary	09/03/2013	06/06/2014
✓	MiPHY - High School (2013-2014)	9,11	Student - Secondary	09/03/2013	06/06/2014
	MiPHY - Middle School (2013-2014)	7	Student - Secondary	09/03/2013	06/06/2014
	MiPHY Basic - High School (2013-2014)	9,11	Student - Secondary	09/03/2013	06/06/2014
	MiPHY Basic - Middle School (2013-2014)	7	Student - Secondary	09/03/2013	06/06/2014
	MiSCAI - Parent (2013-2014)	7-12	Parent	09/03/2013	06/06/2014
	MiSCAI - Staff (2013-2014)	7-12	Staff	09/03/2013	06/06/2014
	MiSCAI - Student (2013-2014)	7-12	Student - Secondary	09/03/2013	06/06/2014

Submit

Administering the Survey: Students

- Prior to survey day
 - Send out Parental Notification Form
 - Schedule lab and survey times for students
- On survey day
 - Generate daily login and password

Step 3: Generate Login and Password

From this page, survey login and passwords are generated. A specific survey will not be available on the survey site unless it has been registered for the building.

Instructions:

- You can generate a login and password by either selecting a survey or building from the drop down.
- If selecting from the survey drop down, a list of registered buildings will be displayed.
- . If selecting from the building drop down, a list of registered surveys will be displayed.
- Click the "Generate Login and Password" button.

Student Survey(s)	
Bully-Free Schools - Student (2013-2014)	
MiPHY - High School (2013-2014)	Generate Login and Password
MiSCAI - Student (2013-2014)	

Administering the Survey: Students

- Setup each student computer
 - Go to <u>www.michigan.gov/shs</u>
 - Under Take a Survey select the student button



- Login with the daily login and password
- Select appropriate survey from the drop down
- Computers should be at the introduction screen when students enter the lab
- Read survey script provided
- Survey students

Administering the Survey: Staff

- Generate Login and Password for staff survey
 - Does not change for the survey during the school year



- Provide building staff with survey instructions
 - Go to <u>www.michigan.gov/shs</u>
 - Under Take a Survey select the staff button



- Login with generated login and password
- Select appropriate survey from the drop down

Administering the Survey: Parents

- Generate Login and Password for parent survey
 - Does not change for the survey during the school year



- Provide parents with survey instructions
 - Go to www.michigan.gov/shs
 - Under Take a Survey select the parent button
 - Login with generated login and password
 - Select appropriate survey from the drop down



Survey Progress



Setup Survey

Preview Surveys

- 1. Enrollment Data
- Registration
- Generate Password

4. Survey Progress

Close Survey

Get Results

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Michigan School Health Survey System

Step 4: Survey Progress

From this page, you can view current survey progress of the registered districts and schools. Information entered at Enrollment Data and Registration will display along with the survey count and building/survey status.

The <u>survey count</u> includes any survey where at least one question on the survey is answered. This number may differ from the reported valid surveys based on survey analysis procedures. Survey count is a combined number of all participants in a building by survey.

Building/Survey status will show one of the following by survey:

Registered — Survey registered, no surveys initiated

In Progress - At least one survey initiated

Complete — Survey closed, no more passwords will be generated

To close a survey for a building or district, please visit the Close Survey page.

Select a Survey:

OR

-- Select a Survey -
OR

Select a Building:

Survey	Grades	Survey Progress	Sample Size	Survey Count	Status
Bully-Free Schools - Staff 2017- 2018	N/A	0%	15	0	Registered
Bully-Free Schools - Student 2017-2018	9 10 11 12	0%	76 61 71 48	1	In Progress
MiPHY - High School 2017-2018	9 11	38%	76 71	56	In Progress

Close Survey



Step 5: Close Survey

From this page, you can close surveys, which makes their results eligible for report generation.

Instructions for closing surveys:

- · Select a survey or building from the drop down.
- Click the checkbox next to the survey(s) you want to close.
- . Click the Close button below the list of surveys.

Select a Survey:	Select a Survey	▼
	OR	
Select a Building:	, and the second	•

Building

Survey	Building	Status	Close			
Bully-Free Schools - Student 2017-2018		In Progress				
MiPHY - High School 2017-2018		In Progress				
Bully-Free Schools - Staff 2017-2018		Registered				
	Close Se					

Get Results

- Reports available 3 business days after close
- Available as PDF and Excel documents
- MiPHY, BFS and MiSCAI
 - District and Building reports available to those with approved access
 - County reports available publically at the end of the school year no districts or buildings identified



Guidance

Get Results

Step 1: Select Survey Cycle

Select Survey Cycle to Select Survey Category in next step.

Select Survey Cycle:

The first step in generating Michigan School Health Survey reports is to choose a survey collection cycle. The list to the right shows the completed Michigan School Health Survey collections. Please choose one cycle and click on the "Next" button to continue.

2012-2013

2013-2014

Next

Step 2: Select Survey Category

Select SurveyCategory.

Selected Survey Cycle: 2012-2013

Select Survey Category:

The Second step in generating Michigan School Health Survey reports is to choose Survey Category. The list to the right shows the list of Survey Categories. Please choose atleast one Survey Category and click on the "Next" button to continue.

OBFS

○ MiPHY

MiSCAI

Next

Report Viewer

₽ - **②**

Find | Next



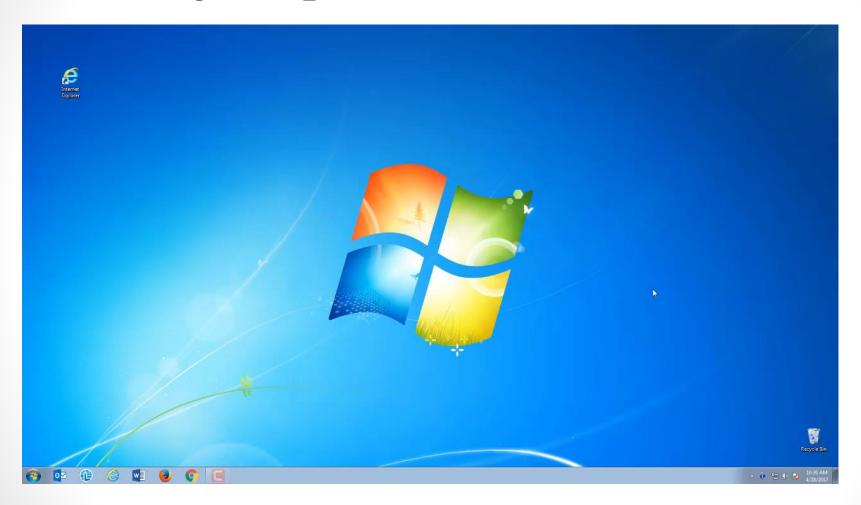
Michigan Profile for Healthy Youth 2012-2013

Alcohol and Other Drugs: High School

% = unweighted percentage of reported response. (n) = number of students with reported response.

			Gra	ade	Ger	ıder			Race/Eth	Race/Ethnicity	
	N/A YRBS ¹	Building ²	9	11	М	F	Black	White	Hispanic/Latino	American Indian	
Attitudes Toward Alcohol											
Percentage of students who reported sort of easy or very easy to get alcohol	N/A	64.3% (146)	57.4% (66)	71.4% (80)	68.1% (77)	61.1% (69)	65.4% (17)	64.0% (89)	70.4% (19)	-	
Percentage of students who reported regular alcohol use to be a moderate or great risk	N/A	62.4% (143)	66.7% (78)	58.0% (65)	57.4% (66)	67.3% (76)	63.0% (17)	64.3% (90)	55.6% (15)	-	
Percentage of students who reported alcohol use by peers to be wrong or very wrong	N/A	58.3% (134)	65.8% (77)	50.4% (57)	58.3% (67)	57.9% (66)	53.8% (14)	58.2% (82)	44.4% (12)	-	

County Reports



Contact

- School Health and Safety Programs
- Michigan Department of Education

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