## PDF PRINTING INSTRUCTIONS FOR BASIC ED SURVEY

## **1. Complete Certification Page**

To access a PDF of the survey before submission, you have to complete the certification page and click "Next." This will NOT submit the survey. It will take you to a review page where the PDF can be downloaded.

2025-26 Minimum Basic Education Requirement Collection			
Certification by Respondent			
The certification and submission should be completed by the school district Superintendent or another person with the authority to sign for the school district. <u>WAC 180-16-195</u> requires that the school district's Superintendent and school board president or chairnerson have reviewed and approve the submission of the survey to meet Basic Education compliance.			
90. By entering my name, title, and the date below, I certify that the school district Superintendent and school board president or chairperson have reviewed and approve the submission of the Basic Education Compliance survey (as required by WAC 180-16-195) and that the answers are correct and accurate.			
*			
Name *			
gail wootan			
Title *			
me			
91. Email of Person Responsible for this Submission * gail.wootan@k12.wa.us			
92. Telephone Number of Person Responsible for this Submission (Please enter the 10 digit number with no spaces or dashes (e.g., 3601239876)) *          1234567789         Characters used: 10 out of 10.			
93. Optional: Is there anything else you would like to share?			
Back			

## 2. Scroll Down to Bottom of Review Page to Download PDF

After clicking on the "Next" button on previous page, scroll down to the very end of the review page to a link to download a PDF of your answers. Note that once you click the "Submit" button, you cannot go back and make changes yourself. If you need to make changes after submission, please email gail.wootan@k12.wa.us.

88. For each of the following, please let us know if they will be included in your school climate survey. Please answer "Yes" or "No" for each group.		
	Yes	No
Students		x
Parents	x	
Teachers	x	
Other sch	ool staff X	
School bo	ard members X	
Communit	y members X	
Other sur	vey recipients	X
89. Who s • Cente	upports the surver r for Educational Ef	ey creation, collection, and analysis of your school climate survey data? Choose all that apply. fectiveness (CEE)
90. By ent reviewed and accur • gail w Title • me Date (MM • 07/02 91. Email • gail.w 92. Telepj • 10244 93. Option Download PDF \	eering my name, i and approve the ate. Dootan /DD/YYYY) /2025 of Person Respon ootan@k12.wa.us none Number of F 67789 nal: 15 there anyt /ersion	itile, and the date below, I certify that the school district Superintendent and school board president or chairperson have submission of the Basic Education Compliance survey (as required by <u>WAC 180-16-195</u> ) and that the answers are correct nsible for this Submission 'erson Responsible for this Submission (Please enter the 10 digit number with no spaces or dashes (e.g., 3601239876)) hing else you would like to share?