

## **Relations with Education Research Agencies**

(Research Testing Guidelines)

1. The superintendent or designee will review research requests initiated from graduate students, professional groups or individual professionals (including school employees working on a non-district project) who wish to conduct research testing involving students in the district.
2. A written proposal for permission to do research testing will first be submitted to the principal for a review of the proposal's feasibility and appropriateness. If the principal believes the proposal may be feasible and appropriate, the request will be submitted to the superintendent.
3. Depending upon the volume of requests, the superintendent may find it advisable to decline to review proposals from certain categories of researchers (i.e., graduate students, undergraduate students). The superintendent will be provided with such information as it deems necessary, including information on current research standards applicable to the project.
4. The superintendent will judge the merit of written requests for testing with attention being given to the following areas:
  - a. Scientific soundness of the project; that is, how likely it is to produce valuable information relative to student class time.
  - b. Procedures to ensure anonymity.
  - c. Soundness of stated purpose and methods.
  - d. Benefits of the resulting information.
  - e. Evaluation of possible risk to students.

- f. Examination of parent/guardian consent forms and student consent forms when applicable. Parental consent will be obtained for all research with students not conducted or contracted for by school employees unless the research consists merely of observing unidentified students engaged in their normal activity. Student consent will be sought when appropriate.
  
- g. A clearly written statement appropriate for parents/guardians which explains:
  - (1) The project's purpose
  - (2) How the student was selected
  - (3) General procedures to be followed
  - (4) Anticipated benefits for general knowledge, the student and the district
  - (5) Whether students will be personally identifiable and to whom
  - (6) To whom results will be available
  - (7) The right of parents/guardians to inspect testing materials before consenting
  - (8) Researcher's name, address and telephone number and professional affiliations
  - (9) Any identifiable risks to participating students
  - (10) How the student may opt out of the research
  - (11) Post-research follow-up procedures
  - (12) That the school is neither conducting nor sponsoring the project

5. The superintendent will make the final decision about the research project.

Approved: November 23, 1993

Revised: November 9, 2010

CROSS REFS.: GCS, Professional Research and Publishing  
JLDAC, Screening/Testing of Students

Swink School District #33, Swink, Colorado