

SCHOOL RESEARCH FOR GRADUATE STUDIES

Individuals wishing to conduct research studies must submit a design of the project to the Assistant Superintendent for Instruction. Initial approval will be influenced by the following factors:

1. Benefits to the district and education in general.
2. Compatibility with the regular instructional program.
3. Impact on students, parents, and staff.
4. Technical adequacy.

Following initial approval by the Assistant Superintendent for Instruction (in writing, and sent to the relevant director or principal), the researcher will be directed to the appropriate director or administrator, who will make the final decision to accept or reject the proposal. If accepted, Instructional Administration will be made aware of the project as an information item on Elementary Principals' Advisory Council, Secondary Principals' Advisory Council, and Directors' Advisory Council.

Researchers will be required to:

1. Assure anonymity of students and staff members.
2. Notify parents by mail if the project involves activities or testing not commonly included in the regular instructional program. Parents will have the option of excluding their child.
3. Complete all research activities within time lines approved by the administrator.
4. Provide a copy of the completed study for the file of the school district.

The Assistant Superintendent for Instruction will keep the Superintendent and Board of Education advised of current projects prior to their implementation. Research results will be shared with the appropriate leadership personnel.

Adopted: August 5, 1985