

Research

Criteria for Approval of Research at Gresham-Barlow School District

1. Research projects will be approved in compliance with Board policy GCQB - Research.
2. Research projects must have a potential impact to student achievement or meet the objectives and mission of the district.

Nondistrict Employee Research Requests

Due to the number of research proposals received and, because it is the mission of the district to educate students rather than to conduct research, not all research proposals will be approved. In the event that a proposal is approved by the superintendent/designee, it is still the prerogative of the district staff and administrators to choose not to participate.

All written research proposals, accompanied by the Agreement for the Conduct of Research, must be submitted to the deputy superintendent of teaching and learning prior to the researcher's contact with schools.

District Employee or Student Project Research Requests

1. Staff or students must receive written approval from the superintendent/designee prior to engaging in research projects during the work day, using school resources or students, either for study toward advanced work or for use in classroom instruction.
2. All research must safeguard the confidentiality of all respondents, including individual students, staff members, schools and the district.
3. Every effort will be made to approve reasonable research projects proposed by district staff.
4. Staff shall not use the district's name without prior written approval from the superintendent/designee when describing district activities or programs or to add authenticity to an authorship.

Protocol for Submitting Research Requests

The research proposal must contain the following:

1. Project rationale and logistics:
 - a. The scope and significance of the study, briefly stated;
 - b. Logistics of the study, including proposed start and end dates;

- c. The research design;
 - d. All surveyor assessment instruments, protocols, and the informed consent form(s) for the study;
 - e. Procedures for data confidentiality and disposal of data after analysis.
2. Procedures to prioritize GBSD research requests:
- a. The project should involve minimum disruption of district, school, and classroom operation, and minimum time required of students and staff;
 - b. Proposals must be submitted at least six weeks in advance of the research project.

**Agreement for the Conduct of Research
Gresham-Barlow School District**

All proposals for permission to conduct research by researchers external to the district, or by district students or staff, or for district participation in test development, will be reviewed. All proposals must include the items listed in GCQB-AR and submitted to the following address:

Deputy Superintendent of Teaching and Learning
Gresham-Barlow School District
1331 NW Eastman Parkway
Gresham, OR 97030

If the proposal is approved, the researcher will work with the deputy superintendent of the teaching and learning to obtain the necessary cooperation from departments, schools and subjects. The researcher will not contact outside agencies on behalf of the district without prior written district approval.

Should researchers desire to make changes after the commencement of the approved research, they must receive prior approval from the superintendent/designee for all revisions to the initial proposal. Any deviation from the proposal will constitute grounds for withdrawal of permission to conduct the research.

Complaints from parents, research subjects or district staff about the conduct of the research will be investigated and could lead to retraction of permission to continue research.

All research must safeguard the confidentiality of all respondents, including individual students, staff members, schools, and the district. The district specifically prohibits publication of any report or documentation mentioning the district, specific schools, or research subjects without prior review and written approval of the report or documentation by the superintendent/designee.

I have read and agree to comply with the above guidelines.

Researcher

Date

Academic Advisor (for students)

Date