

Surveys and Educational Research by Outside Entities

For purposes of this Policy and the accompanying Administrative Regulation, **outside entity** shall mean:

- A non-District organization or institution;
- An individual associated with a non-District organization or institution;
- An individual acting in the capacity of a researcher, but not affiliated with an organization or institution; or
- A District employee conducting research in the employee's personal capacity.

Notwithstanding the foregoing, for purposes of this Policy and the accompanying Administrative Regulation, student organizations officially recognized by the District and third parties acting in their capacity as school officials under the Family Educational Rights and Privacy Act (FERPA) are not considered outside entities.

Educational Research and Surveys

Unless required by law, the District generally does not permit educational research or surveys involving District students, staff members and/or facilities to be performed by outside entities. However, under the limited circumstances described in the accompanying Administrative Regulation, a request to conduct educational research may be permitted at the discretion of the Superintendent or designee in accordance with this Policy and the accompanying Administrative Regulation.

All requests for permission to conduct educational research by an outside entity, either at the District level or within any District school, must be submitted in writing to the Superintendent or designee in accordance with the provisions outlined in the accompanying Administrative Regulation.

When an outside entity has been approved to conduct educational research involving District students, the Superintendent or designee must ensure all of the following:

1. disclosure to the parents/guardians, or the student, if the student is 18 years of age or older, of the purpose, nature, scope and goals of the educational research or study;
2. prior written consent or appropriate opportunity to opt out of the educational research by the student's parent/guardian, or the student, if the student is 18 years of age or older, as required by law; and
3. safeguards to protect the confidentiality of the educational research data and other confidential student information.

In all cases, the Superintendent or designee shall be informed of the results of the educational research.

Cross Reference

Policy and Administrative Regulation 1411 (Surveys Administered by the District and School Officials)

Adopted: November 12, 1973
Revised: November 23, 1998
Revised: March 27, 2000
Revised: August 22, 2005
Reviewed: October 18, 2005
Revised: February 25, 2013
Revised: January 28, 2019