

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

Absent extraordinary circumstances, the District does not approve educational research studies on students unless otherwise required by law. However, under those very 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 research or study;
2. prior written consent or appropriate opportunity to opt out of the 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 research data and other confidential student information.

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

Cross Reference

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

Adopted: November 12, 1973

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