



SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

RESEARCH AGREEMENT

GUIDELINES:

- 1. Research involving campus level personnel, especially those which involve principals, teachers and students, may not be conducted during the first 20 school days or the last 20 school days of the school year.
2. Research involving students and personnel of the District must respect the dignity, well-being, and confidentiality of the individual(s), including the rights guaranteed legally and constitutionally and by District policies EF(LEGAL), FL(LEGAL) and GBA(LEGAL).
3. The research shall not unduly interfere with the classroom instructional process or the regular operations of the school or District.
4. Personal, social, and psychological research of any nature must not be in conflict with the rights of individuals or groups.
5. If data will be collected on or from individual students, written permission from the parent/guardian of every student shall be required prior to the implementation of the project.
6. Approved research shall be conducted in accordance with Policies, Rules, and Regulations and Administrative Procedures of the District. The researcher shall cooperate with the staff member(s) designated by the District to coordinate the research. It is the researcher's responsibility to become familiar with the District's operating policies.
7. Approval of a request to conduct research is not an endorsement and does not compel any personnel of the District to participate in research studies.
8. An approved research study may be terminated at any time by the Superintendent.
9. The District shall not incur any costs associated with the proposed research project.
10. If the research involves the release of SAISD student education records that are protected by the Family Educational Rights and Privacy Act (FERPA), the researcher must enter into a separate written agreement with SAISD that complies with all FERPA requirements.

If my request to conduct research as presented in my Research Study Request is granted, I agree to abide by the Guidelines for Research in SAISD as stated above. I understand that I am requesting assistance in a research project and I am not requesting information pursuant to the Texas Open Records Act.

Signature _____

Date _____

Please indicate affiliation by placing a check below:

- District Employee
Non-District Personnel

District Research Review Committee recommendation:

- Approved
Not approved

Date of Review: _____

Signature: _____

District Personnel

Date:

If approved, the requestor shall submit a copy of this agreement and the Research Study Request to the principal or department head when requesting participation.

Original - file Copy to requestor