

	RESEARCH ACTIVITY	Policy No. 4280 December 6, 2017 Page 1 of 1
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Third party agencies or organizations that conduct research in Seattle Public Schools must comply with all federal and state laws as well as all Seattle Public School policies, procedures, and guidelines.

Permission to conduct research activities must be granted by central administration. Research proposals will be reviewed for the relevance of research (i.e. alignment to district strategic goals and priorities); rigor of research methodology; risk/benefit to participants; and burden to the district/schools. All principals and program managers may refuse to allow research projects to be conducted in their schools unless required by law or the Superintendent.

Research projects must comply with all applicable laws, regulations, and ethical codes, including the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA). Research projects involving primary data collection from students or staff must be authorized by a Human Subjects Review Board, and researchers must undergo necessary clearances before contact is permitted. Research projects involving the collection of identifiable student-level data must obtain prior written and active informed consent of a parent/guardian on behalf of a minor student before data collection commences. Research projects involving analysis of student-level secondary data must have a Data Sharing Agreement between the District and the external party conducting the research prior to transfer of data.

Adopted: December 2017

Revised:

Cross Reference:

Related Superintendent Procedure: 4280SP

Previous Policies: E14.04

Legal References: The Health Insurance Portability and Accountability Act of 1996 (HIPAA; Pub.L. 104–191, 110 Stat. 1936, enacted August 21, 1996); Protection of Pupil Rights Amendment (PPRA) (20 U.S.C. § 1232h; 34 CFR Part 98); Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99)

Management Resources: