

RESEARCH

The Passaic Board of Education recognizes that research can be a powerful tool to inform decision making. Prior to internal or external parties engaging in research using Passaic Public Schools as a subject approval of the Superintendent or his/her designee must be formally requested and obtained.

There are a variety of methods of research that may be utilized for internal and external research purposes. Such methods include, but are not limited to: surveys, individual and group interviews, evaluation, observation, assessment, and data analysis.

Those requesting to use Passaic Public Schools, including students, teachers, school and district leaders, or parents as subjects to a research study must request permission to engage in such research. Such a request requires an application (Research Exhibit A) be submitted a minimum of 30 days prior to the commencing of the research. For research that includes parent interviews or surveys, the Board of Education may require approval of the Board prior to commencing the research.

In addition to the form in Research Exhibit A, applicants are required to submit copies of any survey questions or interview questions being proposed, as well as a copy of an Institutional Review Board (IRB) approval, where appropriate.

Parents/guardians shall be given the opportunity to inspect any survey, analysis, or evaluation that solicits information in any of the areas identified in the corresponding policy. For research that includes interviews or surveys of students, the applicant must submit a copy of the permission form with the application, and it must be approved prior to communicating with students or parents. In addition, that form must be provided in English and Spanish. If parents/guardians object to their child(ren)'s participation in the survey, the child(ren) shall be allowed to opt out.

All proposed research must adhere to school, district, state, and federal regulations regarding student privacy. Research may not be conducted without formal approval of the Superintendent or his/her designee.

First Reading: July 29, 2019
Second Reading: August 28, 2019
Adopted: August 28, 2019