

ADMINISTRATIVE PROCEDURE



RESEARCH PROJECT SUPERVISED BY PRINCIPALS

Each year, the District School Board of Niagara (DSBN) receives requests from individuals, agencies and institutions to conduct research involving its staff and students. While the Board recognizes the benefit of research, this must be balanced with a commitment to research in schools that is educationally beneficial and relevant, with minimal interference with the regular program. The confidentiality and anonymity of both the persons involved and the DSBN must be enforced.

The following types of research need not be taken to the Educational Research Committee:

- 1. Staff wishing to conduct research within their own work environment (school/department) and which promotes professional growth, but does not involve course work toward a Masters Degree or a Doctorate, or will not be published or sold, or shared with outside entities, can do so with the approval of the Principal and in consultation with the Chair of the Educational Research Committee.
2. In the case of elementary and/or secondary students who are doing course work, students will be under the direct supervision of the classroom teacher, in consultation with the School Principal.

Form with sections: RESEARCHER, LOCATION, OBJECTIVES, PROCEDURE, EXPECTED TIMELINE (Begin: Results by:), PARTICIPANTS (STUDENTS/STAFF), ASSISTANCE DESIRED (radio buttons for None at the time, Consultation re: procedure/instruments, Help to find funding support for project, Advice on data analysis, Preparing report, Finding ways to disseminate findings), ENDORSEMENT BY (In my opinion, the project is consistent with the principles... I am willing to support and monitor this research project. Signature: Date:), NOTES (1. File a copy of this form at the school... 2. Assistance to Principals... 3. A brief summary of the study...)