District School Board of Niagara

ADMINISTRATIVE PROCEDURE



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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:

- 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 not involve course work toward a Masters Degree or a Doctorate, or will not be published or sold, or shared with outside entities, can do so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.

RESEARCHER		
LOCATION		
OBJECTIVES		
CBSECTIVES		
PROCEDURE		
EXPECTED TIME INC		
EXPECTED TIMELINE		
Begin: Results by:		
DARTICIDANTS (CTURENTS (CTAFE)		
PARTICIPANTS (STUDENTS/STAFF)		
ASSISTANCE DESIRED		
O None at the time	O	Advice on data analysis
 Consultation re: procedure/ 	/instruments O	Preparing report
O Help to find funding suppor ENDORESEMENT BY	rt for project O	Finding ways to disseminate findings
ENDORESEMENT BY		
In my opinion, the project is consistent with the principles underlying the criteria outlined in this procedures (see Approval process). I am willing to support and monitor this research project.		
Signature:		Date:

NOTES

- I. File a copy of this form at the school and retain for one year after completion of the project.
- Assistance to Principals in reviewing the technical or methodological aspects of the study is available through the Chair of the Educational Research Committee.
- A brief summary of the study should be provided by the research, upon completion of the study, to the Principal. The Principal is
 encouraged to report to the Chair of the Educational Research Committee any results of an internal study that seem particularly applicable
 beyond the school.