

EDUCATIONAL RESEARCH

Criteria for Wareham School Committee Approval of Research Conducted in the Wareham School District

In order to approve research for educational purposes in the Wareham School District, the Principal Investigator shall submit two copies of the Project Summary Information Form with two copies of the full proposal (budget sheets not required) to the Wareham School Committee in the following outline format:

- I. ABSTRACT
- II. PROBLEM STATEMENT
- III. THE STUDY
 - A. Research Question
 - B. Definitions of Key Terms
 - C. Conceptual Framework
- IV. METHODOLOGY
 - A. Research Design
 - B. The Setting
 - C. The Sample
 - D. The Survey
 - E. Follow-up Focus Groups
 - F. Limitations
 - G. Importance
 - H. Timeline

The School Committee shall exercise its authority to approve or deny each request. The Principal Investigator shall state, in writing, that the following criteria are met:

(1) Risks to subjects are minimized: (i) By using procedures which are consistent with sound research design and which do not expose subjects to risk, and (ii) whenever appropriate, by using procedures already being performed on the subjects for diagnostic or treatment purposes.

(2) Risks to subjects are reasonable in relation to anticipated benefits if any, to subjects, and the importance of the knowledge that may reasonably be expected to result. In evaluating risks and benefits, the School Committee should consider only those risks and benefits that may result from the research (as distinguished from risks and benefits of therapies subjects would receive even if not participating in the research). The School Committee should not consider possible long-range effects of applying knowledge gained in the research (for example, the possible effects of the research on public policy) as among those research risks that fall within the purview of its responsibility.

(3) Selection of subjects is equitable. In making this assessment the School Committee should take into account the purposes of the research and the setting in which the research will be conducted.

(4) Informed consent will be sought from each prospective subject or the subject's legally authorized representative, in accordance with and to the extent required by the Code of Federal Regulations 45 CFR 46, "Protection of Human Subjects," No. 46.117 (Revised March 8, 1983).

(5) Informed consent will be appropriately documented, in accordance with, and to the extent required by the Code of Federal Regulations 45 CFR 46, "Protection of Human Subjects," No. 46.116 (Revised March 8, 1983).

(6) Where appropriate, the research plan makes adequate provision for monitoring the data collected to insure the safety of subjects.

(7) Where appropriate, there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data.

(8) Where some or all of the subjects are likely to be vulnerable to coercion or undue influence, such as persons with acute or severe physical or mental illness, or persons who are economically or educationally disadvantaged, appropriate additional safeguards have been included in the study to protect the rights and welfare of these subjects.

(9) The School Committee shall have authority to suspend or terminate approval of research: (a) that is not being conducted in accordance with these requirements; (b) that has been associated with unexpected serious harm to subjects; (c) that is not in accord with state or Federal law; and/or (d) at its discretion that is not in the best interest of the Wareham Public Schools.

ADOPTED: AUGUST 20, 1986

AMENDED: FEBRUARY 10, 1993

Reviewed by SCPRSCP: March 7, 2000

Reviewed by SC: June 7, 2000

Reviewed by SCPRSCP: February 8, 2005

AMENDED: MARCH 9, 2005

Reviewed by SCPRSCP: March 1, 2010 (no change)

WAREHAM PUBLIC SCHOOLS, WAREHAM, MASSACHUSETTS

PROJECT/SUMMARY INFORMATION FORM

Date Submitted: _____

Expected Date(s) to Conduct Project: _____

Project Title: _____

Granting Agency (if applicable): _____

Principal Investigator: _____

Academic Title: _____

School or College: _____ Department: _____

Address: _____ Telephone: _____

Statement of the purpose of the project or investigation:

Describe the human subjects group involved, method of recruitment, and specific research/treatment methods to be used in the study.

Describe the provisions to be made to insure confidentiality of the information gathered and non-violation of the privacy of the subject.

DIRECTIONS: Two copies of this form should be submitted to the Wareham School Committee together with two copies of the full proposal (budget sheets not required). Submit directly to the Wareham Superintendent of Schools. Please use attachment papers for extra space if necessary.