

Conducting Research in the Washington County School District

The Washington County School District recognizes good research as a building block for understanding and improving education. Priority is given to projects that:

- a) Yield useful products or data for our schools.
- b) Align with District programs, goals, and mission.
- c) Are conducted by WCSD staff in pursuit of advanced degrees.
- d) Are not intrusive or interrupt classroom/school activities.

Low priority is given to projects that:

- e) Study domains extraneous to improving the quality of teaching and learning.
- f) Study domains that are inconsistent with the goals and mission of the District.
- g) Include market research which does not relate to the Districts long-range objectives.
- h) Include longitudinal research which requires tracking subjects and data from year to year.
- i) Include topics unrelated to District programs.
- j) Invade the privacy of subjects or pose unjustified risk.

General Directions

A completed application must include the follow items listed below. Please allow 2-3 weeks for a decision once completed materials have been received.

1. A completed Research Project Request (Form 521). (You may reference details from your research proposal on the application.)
2. Copy of your research proposal.
3. Copy of all interview protocols, surveys, questionnaires, observation guides, etc.
4. Copy of all disclosures and consent forms.
5. Copy of the IRB approval (or documentation that IRB approval is pending)
6. Copy of the vita or resume of the investigator(s). (Optional)

Submit application materials to:

Dr. Brad Ferguson
Director of Assessment & Research
Washington County School District
121 W Tabernacle St
St. George, UT 84770

brad.ferguson@washk12.org

(435) 673-3553 x 5206

Washington County School District

RESEARCH PROJECT REQUEST FORM

A. Investigator Information (attach sheet listing information for additional investigators, if any)

Name:

Mailing address:

Phone/cell number:

Email address (required):

Project title:

College, University, or Institution sponsoring this project or to which the investigator is affiliated:

B. Institution/Affiliation

Investigator's affiliation with the institution listed above

- Undergraduate student College/Department
Graduate student College/Department
Faculty member College/Department
Not affiliated with any institution. Explain status below:

This research project is in partial fulfillment of the requirements for...

- A class project
Undergraduate degree
Graduate Degree Masters Doctorate
Certificate or Endorsement. Please specify:
Other, please specify:

Name of Project Director/Advisor/Supervisor: None

Title/Position:

Institution:

Address:

Phone/Cell number:

Email address (required):

Project funding: (Check one)

- Supported by institution or agency making the request
- Personal funds of the investigator(s)
- Grant or contract from another agency

Name of grant or agency _____

- Other, please specify _____

C. Project Description

General project description:

Purpose(s) of this research project:

Outline of procedures (you may reference parts of research proposal):

Description of student subjects (if part of project)

Number:

Grade:

Specific demographics (if any):

Estimated time involved per student:

Description of staff subjects (if part of the project)

Number:

Specific demographics (if any):

Estimated time involved per staff member:

Description of parent subjects (if part of the project)

Number:

Specific demographics (if any):

Estimated time involved per parent:

Description of information required from District records, if applicable

Proposed date to implement project:

Projected date to complete the portion of project involving the school district:

Estimated date when report, product, etc. resulting from the project would be available to the district:

D. Benefits and risks:

Indicate any benefits likely to result from this research for students, staff, and/or parents of the Washington County School District.

What risks, if any, would this research involve for participants? If risks are present, indicate the justification for the procedures and steps to be taken to minimize risk. (You may refer to IRB documentation)

Does the sponsoring institution have an Institutional Review Board (IRB) for the protection of human subjects which complies with Federal regulations? Yes No

If "Yes" (check one):

- This project has been approved by the IRB (attach copy of IRB's decision)
- Approval from the IRB is pending (Note: Final approval from the IRB must be furnished with before the research is initiated.)
- This project does not require the approval of an IRB.

Explain:

