



LINCOLN PUBLIC SCHOOLS
Lincoln, Massachusetts

RELATIONS WITH EDUCATION RESEARCH AND SERVICE CENTERS

The Lincoln Public School system is interested in supporting research which improves instruction and provides us with new information about children's learning. At the same time, requests to use the schools for research need careful screening to insure minimum disruption of the School program and to protect the rights of children, families, and faculty. The following procedures are to be followed in reviewing research proposals:

1. Written research proposals are to be sent to the Office of the Superintendent accompanied by a letter requesting our participation.
2. The letter requesting support should contain:
 - a. the number of students needed and at what grade level;
 - b. the amount of time per student needed and when students would be interviewed;
 - c. the time period of the study;
 - d. other time requirements for teachers;
 - e. a copy of the letter to be sent home requesting parent permission for student participation;
 - f. additional details on those tasks in which students would be engaged and if tasks require removal from the classroom;
 - g. how the results of the study are to be shared with teachers, parents and students.
3. The Superintendent will arrange for the research proposal and other information to be circulated and reviewed by Administrators.
4. If the Administrators feel the proposal has merit and can be pursued without too much disruption, they will discuss our participation with the appropriate group of teachers.
5. Staff will accept or reject the proposal request.
6. The Superintendent will bring the faculty recommendation to the School Committee for a decision about our participation.

Parental permission will be obtained before a child is allowed to participate in a study. All research activity is constrained by the state and federal legislation on confidentiality of student records. The Lincoln Public School System expects to get a copy of the final research report.

Approved by Administrators December 3, 1981
Approved at School Committee Meeting of December 7, 1981
Revised at School Committee Meeting of May 6, 1985