

rather than MC / P / MCID 15 group. For example, any male teachers or students in
classrooms are eligible participants, by posting files to make the process

years old).

If the study includes a student survey, a link to a copy of the survey must be included on the consent form.

Expectations for participants should be clearly identified for each type of participant (student, parent, teacher, etc.) and should include the time commitment (e.g., number of hours per session or data collection/training activity; the number of months during which data will be collected) for each type of participant who receives a consent form.

If the researcher is requesting identifiable student-level data, the parent consent form must include a line for the parent to provide the student CMS ID#. If the researcher will be requesting identifiable teacher-level data, the teacher consent form must include a line for the teacher to provide the CMS teacher (employee) ID.

Participants should consent to each activity of the study separately. In particular, consent and assent to videotape should have a separate check box and signature lines on the consent and assent forms (something like this):

I consent to my child's participation in the science activity: ____ Yes ____ No **I consent to the use of videotape during the science activity:** ____ Yes ____ No

I consent to my child's participation in the baseline and follow-up questionnaires. __ Yes __ No

Parent/Guardian Signature Date

Methods and Literature review

" : H expect a clear, concise, and wellwritten literature review that is relevant and provides a rationale for the research. The limit for the literature review section is 1500 words (approximately three pages).

Data Collection

Data collection activities involving CMS students or staff (i.e., surveys, interviews, and focus groups) must occur during non-instructional times or after the regular workday.

Research cannot take place in the school where the researcher is currently employed.

District-level staff may not conduct research that includes interviews, observations, surveys, or focus groups of peers or subordinates.

All data must be requested from the Office of Accountability – school employees may not collect, provide, or use any data outside of this request process (this includes student ID #s, student names, rosters, demographics, academic/test data, attendance, discipline data, etc.). This is done to (1) save schools from being overburdened by requests for data that Accountability can provide, and (2) ensure that researchers get accurate information that can be verified.

CMS employees cannot retrieve data from the Navigator Portal, PowerSchool, or other CMS sources for research purposes.

If you are requesting data not listed on the variables list (that is, not kept within the Office of Accountability), we will review this request on a case-by-case basis to determine whether it is possible for the Office of Accountability and/or another office to provide the data.

Some student information requires prior parental consent before it can be released if it is identifiable (e.g., student birth date, address). Similarly, to receive identifiable teacher data, (e.g., EVAAS growth scores), teacher consent is required. Please note that the combination of demographic variables can identify students, so demographic variables may need to be limited and/or consent may be necessary for these demographic variables to be provided.

research. The limit for the literature review section is 1500 words (approximately three pages).
Please include detailed methods and be explicit about the alignment of your research questions, methods, and analysis plan.

Consent Forms