

**1220 (R).**

## PROCEDURES FOR CONDUCTING RESEARCH STUDIES IN MERIDEN PUBLIC SCHOOLS

The Meriden Public Schools has an interest in sponsoring or assisting in worthwhile research projects and encourages the use of school facilities in carrying out such projects.

The criteria upon which approval of a proposal for such a research project will be based are:

1. value of the study for Meriden Public Schools;
2. the demands the study makes in terms of pupil and staff time;
3. the extent to which the project disrupts the schools regular routine; and
4. the ultimate value of the study for education.

### PROCEDURES

1. Submission of a detailed plan of study to the Grants Administrator:
  - a. Statement of the nature and purpose of the study.
  - b. Name of the sponsoring institution.
  - c. Information which must be obtained from school records.
  - d. Amount and kind of assistance required of school personnel.
  - e. Time and duration of study.
2. Evaluation of the plan by the Grants Administrator and administrators responsible for the area in which the study will be conducted.
3. Final approval is required by the Superintendent of Schools.

After the proposal has been approved, the person conducting the study may expect to receive the full cooperation of all concerned with it. A summary of the results of the study will be filed with the Grants Administrator.

Approved 4/28/1981

Reviewed and No Changes Required: December 15, 2015

Previous Policy Number: LB-R