

Appendix D: Principal Consent Form

Principal Consent Form

Colorado Springs School District 11
Research Review Board

I. Research Background (to be completed by researcher)

Title of the Study _____

Name of Researcher _____ Phone _____

Street address: _____ City: _____ State: ____ Zip: _____

E-mail: _____

II. Description of Research Proposal

Researcher is to provide the principal with a copy of the executive summary and the time requirement form.

III. Description of Alignment to D11 Priorities

Please summarize: 1) the importance of the proposed research project to you and D11, 2) how you will use the data to inform your work and others, and 3) how the research directly aligns to one of the D11 priority (approximately 250 words).

IV. Timeline for Collaboration

Frequency of check-ins with researcher:

Please indicate how often you and the researcher will meet to ensure continued alignment to the proposed research. If this alignment is no longer present or the researcher does not collaborate, please notify Education Insights at David.Khaliqi@d11.org.

Dissemination of findings:

Please indicate when the researcher will be presenting initial and final results to your team to inform their work.

V. Agreement (to be completed by principal)

I, _____, principal of _____ school, understand

- the study and what it requires of the staff, students, and/or parents in my school,
- the privacy and confidentiality of any staff or student will be protected,
- I have the right to allow or reject this research study to take place at my school,
- I have the right to terminate the research study at any time,
- I have the right to review all consent forms and research documents at any time during the study and up to three years after the completion of the study.

- I have reviewed the executive summary and the time requirement form, if applicable, of the above named research.
- I find the above named research valuable; its findings will be used to inform the work of my department/team.
- I understand that data should be released only by the departments that own them. My staff and I shall not release data to the researcher without approval from the RRB.

- I grant permission to the researcher to conduct the above named research in my school as described in the proposal.
- I DO NOT grant permission to the researcher to conduct the above named research in my school as described in the proposal.

Signature of Principal