



Student Services Department

2238 East Ginter Road
Tucson, Arizona 85706
Office (520) 545-2065
Fax: (520) 545-2149

Dear Researcher:

Thank you for your interest in conducting research in the Sunnyside district. Please complete the following form and email or fax to José Gastélum. The level of detail in your responses will assist us in determining to what level we are able to support your research.

The mission of the Sunnyside Unified School District is to build upon our students' strengths and ensure that all students are socially, emotionally and academically prepared for College & Career success by creating challenging, meaningful and engaging learning opportunities so that all students thrive and are prepared to contribute to a diverse, rapidly changing, global society.

In light of this new mission our research interests center on the areas of:

1. Increasing academic potential and achievement for diverse learners (priority on English Language Learners).
2. Reducing at-risk behaviors that decrease dropout and increase graduation rates
3. Innovative models to inform the continuous improvement of school systems
4. Original structures for developing effective administrative and teacher leaders
5. Deep inquiry on student learning and student agency
6. Investigations on increasing the understanding of factors influencing the career and college readiness of Latino students
7. Methods of more effectively establishing environments that foster safe & orderly schools

The district reserves the right to restrict dissemination and/ or publication if participant, school and/ or district anonymity is compromised."

If you have any questions on the forms or in our review processes please do not hesitate to contact me or my assistant, Gina Gomez at ginag@susd12.org

José Gastélum
Chief Student Services Officer
joseg@susd12.org

Proposal to Conduct Research within SUSD

Principal Investigator:	_____	Phone:	_____
Address	_____		
Email:	_____		
Institution:	_____		
Address:	_____		
Date of Request:	_____		
District Contact:	_____		
District Contact Email:	_____		

FERPA Assurance (check the box, sign and date):

- The proposed study will protect the privacy of students and staff and ensure compliance with state and federal law and district policy. I understand that the Federal Educational Rights and Privacy Act (FERPA) explicitly requires that no information will be released that could identify individuals.

SIGNATURE: _____ **DATE:** _____

PLEASE IDENTIFY THE TARGET AREA(S) OF YOUR RESEARCH:

- Increasing academic potential and achievement for diverse learners most importantly our English Language Learners.
- Reducing at-risk behaviors that decrease dropout and increase graduation rates
- Innovative models to inform the continuous improvement of school systems
- Original structures for developing effective administrative and teacher leaders
- Deep inquiry on student learning and student agency
- Investigations on increasing the understanding of factors influencing the career and college readiness of Latino students
- Methods of more effectively establishing environments that foster safe & orderly schools
- Other (please describe)

I. DESCRIBE THE NEED / RATIONALE FOR THE STUDY AND SUPPORTING RESEARCH

II. BRIEFLY DESCRIBE PURPOSE AND AIMS OF THE STUDY INCLUDING KEY RESEARCH QUESTIONS

III. DESCRIBE THE SIGNIFICANCE / EXPECTED OUTCOMES OF THE STUDY

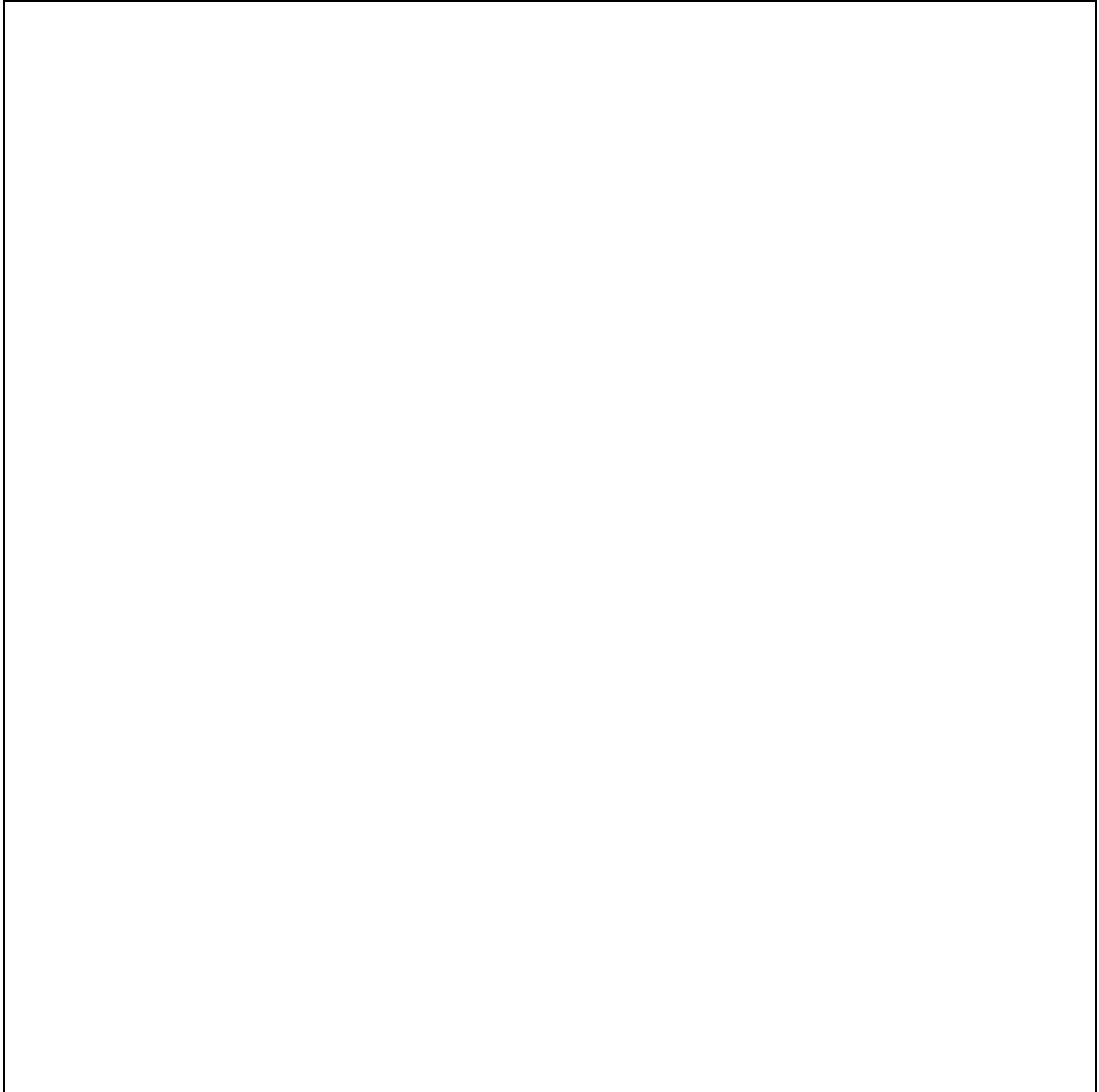
RESEARCH DESIGN

IV. DESIGN OVERVIEW

V. RATIONALE FOR TARGET POPULATION / SAMPLE / SAMPLE SIZE

VI. DEPENDENT / CRITERION VARIABLES -- INDEPENDENT / PREDICTOR VARIABLES

VII. METHODS OF DATA COLLECTION, MATERIALS, PROCEDURES AND ANALYSIS



Please provide copies of any Surveys, Questionnaires, Tests, Parental / Student Consent Forms, and any pertinent documents from the sponsoring institution)

PRINCIPAL INVESTIGATOR QUALIFICATIONS

TIME COMMITMENT FOR DISTRICT PERSONNEL

Time Frame of Research:

From: _____

To: _____

Teachers' and School's Time Commitment:

From: _____

To: _____

Weeks: _____

Hours Per Week: _____

Number of Teachers: _____

Students' Time Commitment:

Weeks: _____

Hours Per Week: _____

Number of Students: _____

DESCRIBE HOW YOU WILL BRIEF THE PARTICIPANTS ABOUT THE PURPOSE OF THE STUDY

METHOD OF DISSEMINATING RESULTS TO THE DISTRICT, SCIENTIFIC COMMUNITY, AND GENERAL PUBLIC

PLEASE LIST INSURANCE ON RESEARCH PERSONNEL

Research Approval Requirements

District approval shall require that the researcher agree to provide the following:

- A final written summary report of the study and significant district findings to the Student Services Department upon completion of the project. This summary can be submitted electronically to Mr. José Gastélum at joseg@susd12.org, Chief Student Services Officer.
- An acceptance notice (email notification will suffice) based upon the formal District approval letter informing the district of your commitment to comply with these requirements.

Your research approval notice will be submitted for review by to the Superintendent and the District Leadership Team (DLT). For research requests lasting longer than one semester, a timeline will be required that specifies when interim summary updates will be provided.

NOTE: Research that requires significant student, staff and/or district participation, especially activities that would interrupt instruction, may not be approved.