

*Duke University
School Research Partnership
Manual for Researchers*

August 2019

<https://childandfamilypolicy.duke.edu/engagement/school-research-partnership/>



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Duke University School Research Partnership

I. Introduction

The Duke University School Research Partnership (SRP) was established with support from the Office of the Provost and the Center for Child and Family Policy in 2006. The mission of SRP is to facilitate collaboration between Duke and area school districts to create and maintain mutually beneficial relationships. SRP strives to assist researchers with obtaining approval to conduct school-related studies. This function streamlines processes with the goal of maximizing the benefits of the research conducted for school districts, schools, K-12 students, and Duke researchers. Researchers may include faculty, staff, and students from Duke University, Duke University Medical Center, and other organizations collaborating with Duke on research projects.

This manual provides a brief guide to conducting research with school districts located in close proximity to Duke. If you desire information about, or assistance with, other districts, please contact SRP. The manual includes the following sections:

- Introduction
- The services SRP provides
- Considerations for obtaining support to conduct research in schools
- Information on selected school systems, such as:
 - makeup of the student population
 - the number of schools
 - links to websites where one can find more detailed information about districts, schools, test score data, etc.
 - school district contacts for inquiring about conducting research in those districts

II. The services SRP provides

SRP's services for Duke researchers

SRP works to support researchers across Duke in their efforts to initiate and carry out research in school districts and schools. SRP's services for Duke researchers include:

- Providing information about research proposals for nearby school districts.
- Facilitating access to information about research projects for school districts and charter schools in other areas of North Carolina.
- Guidance on strategies for presenting proposed research projects to districts and/or schools to maximize the potential benefits for both the researcher and the district/school and to increase the likelihood that the proposal will be accepted.
- Assistance with proposal submissions to school districts.
- Assistance with identifying schools likely to be a good fit for studies, following approval of the research by the district.
- Ongoing relationship development between Duke and school district/school representatives.
- Awarding of annual research grants and fellowships to faculty and graduate students to work collaboratively with school system personnel.

Note: SRP has limited funds available for this purpose. Funding may be used to support basic research as well as other research-based efforts to enhance Duke's relationships with and involvement in local schools. Awards are made on a rolling basis by the faculty and school liaisons in consultation with the SRP advisory committee. Please contact SRP for further information.

Researchers are not required to consult with SRP as part of the process of submitting their proposals to school districts or schools. We encourage you, however, to contact SRP as we may be able to provide various types of assistance depending on the case. The earlier you let us know that you intend to pursue a schools-related research project, the more likely it is that we will be able to help.

Even if you do not request assistance from SRP, we would appreciate learning about your proposed project and whether it is approved. This will help us stay informed about Duke's overall presence in schools as well as the success rate for research proposals. It will also help identify potential partners for future research proposals and Duke-school partnerships.

SRP's services for school districts and schools

A key component of SRP's efforts is to ensure that school districts and schools benefit from the studies in which they participate. SRP's services for school districts and schools include:

- Overseeing the SRP funds available for grants and fellowships related to research in school districts and schools.

- Coordinating an annual, half-day research conference for Duke and Durham Public Schools stakeholders. At this conference, Duke researchers present study findings of interest to school representatives, and school representatives share their research interests with Duke faculty and researchers.
- Annual publication summarizing schools-related research projects conducted by Duke University researchers. Identifying experts among Duke faculty and researchers to provide consultation to schools and school districts, upon request.
- Disseminating research findings via print and online publications.
- Ongoing relationship development between Duke and school district/school representatives.

For further information, visit:

<https://childandfamilypolicy.duke.edu/engagement/school-research-partnership/>

SRP Director:

Leslie Babinski, Ph.D.
Associate Research Professor
Director, Center for Child and Family Policy
leslie.babinski@duke.edu
(919) 613-9296

III. Considerations for obtaining support to conduct research in schools

School systems have become increasingly focused on end-of-grade test results and are also concerned with the impact a study may have on instructional and staff time. Although these will be important factors in the types of studies that districts will support, there is significant variability in the type of research that will be acceptable to different districts. A study that would not be approved in one district may very well be supported in another.

The districts for which information is provided in this manual range from large urban districts to relatively small rural districts and vary considerably in the degree to which decisions are made by individual schools versus central office administrators. Thus, an important role that SRP can play is helping faculty and graduate students identify school systems that are most likely to be receptive to their proposal and to work with you to get it placed. While certain types of studies may be more difficult to place than others, many different types of projects can ultimately find a supportive school and school district, and our office is committed to helping you find a setting for your work.

The remainder of this document provides school district background and information about how to get an approval for a research study in the Durham Public Schools, all of the districts that border Durham (Chapel Hill-Carrboro, Chatham, Granville, Orange, Person, and Wake), and Johnston and Charlotte-Mecklenburg because of past faculty interest in those districts. For the 2019 version of this manual we have also added the following school districts: Alamance, Cumberland, New Hanover, and Pender.

Conducting research in other North Carolina counties and nationally

The majority of school districts in North Carolina are much smaller than the Durham, Charlotte-Mecklenburg, and Wake districts and do not have formal offices of research and evaluation to field research applications from researchers. SRP can help determine the appropriate staff involved in reviewing research applications within particular school districts.

In some cases, school districts without a formal research office and those that are not in close proximity to Duke and other research institutions may be more amenable to approving research study requests because they are less likely to receive as many requests as the larger, closer districts.

To pursue research studies in other states, in addition to going directly to the state(s) and district(s) of interest, there are multiple sources of information about individual districts and conducting school-based research, including the following:

- <http://nces.ed.gov/Globallocator/> The National Center for Education Statistics' site allows searches of public and private schools by zip code and distance from zip code. Search results include information such as school type (public, private, charter), size, demographics, and free and reduced lunch enrollment.

IV. Information on selected school systems

This section includes an overview of selected school districts and their policies regarding research. Durham is listed first, followed by other districts in alphabetical order.

If you would like to place a study in a North Carolina public school system, we encourage you to contact SRP to discuss whether we can assist you. You may also wish to directly contact the relevant office for the system(s) where you hope to conduct the research. Some systems have staff who are responsible for reviewing and approving research applications.

Note: The information available for each district may differ. In addition, extensive information about individual school districts is available at the N.C. Department of Public Instruction website, www.dpi.state.nc.us. You may also be interested in the North Carolina Education Research Data Center, housed at Duke's Center for Child and Family Policy, <http://childandfamilypolicy.duke.edu/research/nc-education-data-center/>.

The information contained in this document stems from conversations with school district personnel and information from the districts' websites. Please verify the accuracy of individual district's forms and policies as changes may have occurred. Also, please remember that the School Research Partnership is available to assist you in preparing your research application and in helping you get your study placed. Contact Leslie Babinski – leslie.babinski@duke.edu – for assistance.

DURHAM PUBLIC SCHOOLS – OVERVIEW

ADDRESS/PHONE 511 Cleveland Street P.O. Box 30002 Durham, NC 27702 (919) 560-2000	www.dpsnc.net
SUPERINTENDENT Pascal Mubenga, Ph.D. (919) 560-3749 pascal.mubenga@dpsnc.net	https://www.dpsnc.net/domain/76
KEY CONTACT(S) FOR RESEARCH Refer to website at right for current information.	https://www.dpsnc.net/domain/149 This page provides information on conducting research in DPS and links to the necessary application forms.
SCHOOLS (# AND TYPE) <ul style="list-style-type: none"> • 30 elementary schools • 9 middle schools • 10 high schools (some are small programs) • 2 secondary schools (grades 6-12) • 1 alternative • 1 hospital 	African-American: 43.8% Hispanic/Latino: 31.1% White: 19.1% Multiracial: 3.5% Asian: 2.2% American Indian: 0.2% Hawaiian/Pacific Islander: 0.1% https://www.dpsnc.net/domain/127
STUDENTS (#) Approximately 32,446	Visit NC Department of Public Instruction site at http://www.dpi.state.nc.us/data/reports/
DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)	https://www.dpsnc.net/site/Default.aspx?PageID=324 http://www.ncpublicschools.org/accountability/reporting/

All information is for the 2018-2019 school year.

Conducting Research in Durham Public Schools

If you are interested in conducting research in the Durham Public Schools (DPS), we encourage you to contact SRP to discuss whether we can assist you. ***DPS strongly requests***

that applications be reviewed by the School Research Partnership before being submitted to DPS. This can facilitate your application approval.

Durham Public Schools has an application procedure for requesting approval to conduct research with their students and/or staff populations. Their Coordinator of Grants, Research, and Development is responsible for review of research applications. Note the deadlines on their website at <https://www.dpsnc.net/domain/149>.

Special clarification of DPS research application process.

As you will notice on the DPS website at <https://www.dpsnc.net/domain/149>, DPS currently requires two different forms for researchers to complete. One is titled “Research Proposal Format” and the other is titled “Application for Research in Durham Public Schools”. In addition, in the FAQ section of the former it is specified that researchers should **not** approach principals about conducting research prior to obtaining approval. The application form, however, asks researchers to list the schools that will participate.

Please be aware that both forms need to be completed by applicants to process the application. The first application is scanned for major issues, and if it passes, it goes to another individual for data entry. Then the lengthier application is forwarded to the research review committee. Both forms are necessary as they serve separate purposes.

Again, despite what is suggested in the application form, researchers should not contact principals or schools prior to having their application officially approved by DPS.

Obtaining Letters of Support for Grant Applications

Grant applications for school-based studies generally require a letter of support from a school system pledging their intent to cooperate with the study. DPS can potentially provide such a letter for you, and will consider such requests throughout the year and not just on dates when research applications are submitted. All such requests will be reviewed by the superintendent of DPS and you should allow a minimum of four weeks for your request to be considered; the earlier the request is submitted, the better. This request should also be submitted to the **contact person** listed in the chart for Durham (see above). There is also a routing slip that has been developed for Letters of Support. Researchers should start the process during the grant writing process.

Please also be aware of the following information pertaining to Durham Public Schools:

1. DPS only approves studies for 1 year at a time, even when the understanding is that it is a multi-year study.
2. The end date for virtually all studies will be April 30 so that the studies don't go into the final portion of the school year. This could affect some studies, thus it is important for researchers to be aware of this in preparing their proposals.

3. Upon conclusion of the research, a final report will be submitted to the Coordinator of Grants and Research at no charge. A copy of the final report must be submitted within two months of final data collection. However, if a more formal report is to be released, the author shall provide DPS a formal copy at no charge. The researcher further agrees to release this report for use by DPS without remuneration.
4. In exchange for the cooperation of DPS, the researcher agrees to present his/her results to the district's senior staff and other involved in the study at no cost to DPS.

The **DPS Guiding Research Practices** are available at this link:

<https://www.dpsnc.net/site/handlers/filedownload.ashx?moduleinstanceid=478&dataid=877&FileName=2017-18%20DPS%20Guiding%20Principles%20and%20FAQ%20July%202017.pdf>

ALAMANCE-BURLINGTON SCHOOL SYSTEM – OVERVIEW

<p>ADDRESS/PHONE 1712 Vaughn Road, Burlington, NC 27217-2916 (336) 570-6060 (P) (336) 570-6218 (F)</p>	<p>https://www.abss.k12.nc.us/</p>
<p>SUPERINTENDENT Dr. W. Bruce Benson, Ed.D. (336) 438-4000 ext. 20002 william_benson@abss.k12.nc.us</p>	<p>https://www.abss.k12.nc.us/Page/156</p>
<p>KEY CONTACT(S) FOR RESEARCH Amy Richardson Director of Accountability, Research, and Evaluation (336) 570-6060 ext. 20083</p>	<p>https://www.abss.k12.nc.us/Page/41841 The Accountability, Research, and Evaluation department reviews research proposals in order to ensure compliance with all applicable ABSS Board of Education policies and procedures and facilitate partnerships for research.</p> <p>The webpage available in this section outlines the procedures for submitting a request to conduct research with Alamance- Burlington School System. https://www.abss.k12.nc.us/Page/23328</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 20 elementary schools (K-5) • 7 middle schools (grades 6-8) • 6 traditional high schools (grades 9-12) • Alamance-Burlington Middle College (on the campus of Alamance Community College) • Alamance-Burlington Career and Technical Education Center • Ray Street Academy (alternative learning for grades K-12) <p>https://www.abss.k12.nc.us/Page/11109</p>	<p>African-American: 4,817 Hispanic/Latino: 4,643 White: 11,867 Multiracial: 653 Asian: 297 American Indian: 90 Hawaiian/Pacific Islander: 24 <i>(22,391 total students in 2011)</i></p> <p>http://apps.schools.nc.gov/ords/f?p=145:216:::NO:: <i>(data from 2011)</i></p>
<p>STUDENTS (#) Approximately 22,628 (2017-2018 data) https://ncreportcards.ondemand.sas.com/src/district?district=010LEA&year=2018&lng=en</p> <p>ABSS website currently lists 22,400 students in grades K-12: https://www.abss.k12.nc.us/Page/11109</p>	<p>Visit NC Department of Public Instruction site at http://www.dpi.state.nc.us/data/reports/</p>

DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)	http://www.ncpublicschools.org/accountability/reporting/
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Conducting Research in Alamance-Burlington Schools

The Alamance-Burlington School System welcomes periodic cooperation with individuals and agencies wishing to conduct research in the school system insofar as the proposed research is likely to result in improved services to students without detracting from the educational mission of the school.

Prior to beginning any proposed research and/or survey of students or staff members in the district, researchers must:

1. Familiarize themselves with ABSS Board Policy 2230 (Student Surveys) and 3310 (Research Projects), which are linked [HERE](#).
2. Complete the ABSS Application for Permission to Conduct Research, found [HERE](#).
3. Return the application and all supporting materials to the address below.
4. Receive a signed letter of approval from the Alamance-Burlington School System and comply with each of its provisions.

(Updated 09.28.17)

Research requests will be reviewed on the last Friday of each month.

Research requests will not be approved after September 15 for the fall semester or February 15 for the spring semester.

Please note:

Alamance-Burlington School System receives a large number of research requests. Approval cannot be guaranteed, even when the proposal complies with ABSS Board Policies 2230 and/or 3310.

Please allow sufficient lead time for approval. Many projects require Board approval, and most require significant groundwork during the approval process in order to ensure policy compliance and ensure a good match between researcher's project and appropriate research site & subjects.

Completed applications and all supporting materials should be emailed to:

amy_richardson@abss.k12.nc.us

OR snail-mailed to:

Alamance-Burlington School System
Department of Accountability, Research and Evaluation
1712 Vaughn Road
Burlington, NC 27217
Attn: Amy Richardson

CHAPEL HILL-CARRBORO CITY SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE 750 S. Merritt Mill Rd. Chapel Hill, NC, 27516 (919) 967-8211 (P) (919) 933-4560 (F)</p>	<p>https://www.chccs.org/</p>
<p>SUPERINTENDENT Pamela Baldwin, Ph.D. (919) 967-8211 x28226; pbaldwin@chccs.k12.nc.us</p>	<p>https://www.chccs.org/ Hover over ‘Our District’ Select ‘Leadership & Organization’</p>
<p>KEY CONTACT(S) FOR RESEARCH Diane N. Villwock, Ph.D. Executive Director, Office of Assessment & Research Chapel Hill-Carrboro City Schools 750 S. Merritt Mill Rd. Chapel Hill, NC 27516 (919) 967-8211, ext. 34419 (P) dvillwock@chccs.k12.nc.us</p>	<p>https://www.chccs.org/domain/2488 The page below provides detailed information on submitting requests to conduct research in the Chapel Hill-Carrboro City Schools. https://www.chccs.org/site/Default.aspx?PageID=1174</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 11 elementary schools (1 Spanish bilingual) • 4 middle schools • 5 high schools (one is an alternative program) • school for young people being treated at UNC Hospital 	<p>Go to below page and click the arrow beside “Schools”. https://www.chccs.org/</p>
<p>STUDENTS (#) Approximately 12,239 students served in 2017-18</p>	<p>https://ncreportcards.ondemand.sas.com/src/district?district=681LEA&year=2018&lng=en Visit NC Department of Public Instruction site at http://www.dpi.state.nc.us/data/reports/</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>https://www.chccs.org/Page/8454</p>

Conducting Research in Chapel Hill-Carrboro City Schools

If you are interested in conducting research in the Chapel Hill-Carrboro school system, we encourage you to contact SRP to discuss whether we can assist you.

CHARLOTTE-MECKLENBURG SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE P.O. Box 30035 Charlotte, NC 28230-0035 (980) 343-3000 (P)</p>	<p>https://www.wearecms.com/</p>
<p>SUPERINTENDENT Earnest Winston, Superintendent</p>	<p>https://www.wearecms.com/apps/pages/managementteam</p>
<p>KEY CONTACT(S) FOR RESEARCH Center for Research, Evaluation & Analytics Dr. Lindsay Messinger, Director of Research, Evaluation & Analytics (980) 343-1609 (P) lindsay1.messinger@cms.k12.nc.us</p>	<p>https://wearecms.edlioschool.com/apps/pages/index.jsp?uREC_ID=1415797&type=d&pREC_ID=1586153</p> <p>The page below provides detailed information about submitting requests to conduct research in the Charlotte-Mecklenburg Schools.</p> <p>https://wearecms.edlioschool.com/apps/pages/index.jsp?uREC_ID=1415797&type=d&pREC_ID=1658115</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 95 elementary schools • 46 middle schools • 31 high schools • 3 alternative schools 	<p>https://wearecms.edlioschool.com/apps/pages/allschools</p> <p>Lists all Charlotte-Mecklenburg public schools, individual school websites, and additional school-specific information.</p>
<p>STUDENTS (#) Approximately 148,299 students served in 2018-19</p>	<p>https://wearecms.edlioschool.com/apps/pages/cmsfastfactssheet</p> <p>African-American: 38.1% American Indian: 0.4% Asian: 6.6% Hispanic: 2.41% Multiracial: 2.5% Pacific Islander: 0.1% White: 28%</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>http://www.ncpublicschools.org/docs/advancedlearning/aig/aigplans/2016-19/general/charlottemeck.pdf</p>

All information is for the 2018-2019 school year.

Conducting Research in the Charlotte-Mecklenburg Schools

If you are interested in conducting research in the Charlotte-Mecklenburg Schools, we encourage you to contact SRP to discuss whether we can assist you. The key contacts for research noted in the above table can provide advice about research feasibility and review/approve research applications. Research applications to CMS typically take approximately 30 days from submission to decision but may take longer.

CHATHAM COUNTY SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE 369 West Street, P.O. Box 128 Pittsboro, North Carolina 27312 (919) 542-3626 (P) (919) 542-1980 (F)</p>	<p>https://www.chatham.k12.nc.us/</p>
<p>SUPERINTENDENT Derrick D. Jordan, Ph.D. djordan@chatham.k12.nc.us (919) 542-3626 (P)</p> <p>Mrs. Kristin C. Guthrie Administrative Assistant to the Superintendent (919) 542-3626 (P)</p>	<p>https://www.chatham.k12.nc.us/Page/20868</p>
<p>KEY CONTACT(S) FOR RESEARCH Dr. Amanda Hartness Assistant Superintendent Academic Services and Instructional Support Division 369 West Street Pittsboro, NC 27312 (919) 542-3626 (P) ahartness@chatham.k12.nc.us</p>	<p>http://www.chatham.k12.nc.us/domain/1608</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 7 pre-k schools • 5 elementary schools • 5 K-8 schools • 3 middle schools • 3 high schools • 1 alternative high school 	<p>Links to all Chatham public schools, individual school web sites, and additional school-specific information are found on the home page, under the Schools drop-down menu.</p> <p>https://www.chatham.k12.nc.us/</p> <p>https://www.chatham.k12.nc.us/Page/20875</p>
<p>STUDENTS (#) 8,799 students enrolled as of June 2019</p>	<p>https://www.chatham.k12.nc.us/Page/20910</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>http://www.ncreportcards.org/src/search.jsp?pYear=2012-2013&pList=1&pListVal=190%3AChatham&GO2=GO</p>

Conducting Research in the Chatham County Schools

If you are interested in conducting research in the Chatham County schools, we encourage you to contact SRP to discuss whether we can assist you. In addition, the key contact for research noted in the table above can provide guidance regarding specific research proposals.

Chatham County Schools does not have a formal application process to conduct research; however, the board policy outlines the district's philosophy with regard to external research:

Chatham School Board Policy 5230: PARTICIPATION IN RESEARCH PROJECTS

The board encourages agencies and individuals to conduct research on issues related to the effective operation of schools and student performance. The school district may assist in research projects when the research results ultimately may benefit students. No surveys or research may be conducted without the permission of the superintendent or his or her designee.

The superintendent or his or her designee may approve a written request for participation in a research project if the project's purpose and methodology are compatible with the goals and objectives of the board and school district, and do not disrupt instructional time. The superintendent or his or her designee is encouraged to involve central office administrators, school administrators, teachers and parents in making this assessment.

Any project involving the survey of students will be in compliance with applicable federal regulations.

Legal References:

20 U.S.C. 1232(h): <https://www.govinfo.gov/content/pkg/USCODE-2011-title20/pdf/USCODE-2011-title20-chap31-subchapIII-part4-sec1232h.pdf>

G.S. 115C-47, -230:

https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_115C/GS_115C-47.html

Cross References: Student Records (policy 4700):

https://boardpolicyonline.com/bl/?b=chatham_nc#&&hs=136064

Adopted: August 6, 2007

CUMBERLAND COUNTY SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE 2465 Gillespie Street Fayetteville, NC 28306 (910) 678-2300 (P)</p>	<p>http://ccs.k12.nc.us/</p>
<p>SUPERINTENDENT Dr. Marvin Connelly, Jr., Superintendent</p>	
<p>KEY CONTACT(S) FOR RESEARCH</p> <p>Communications and Public Relations Lindsay Whitley Chief Executive Community Engagement & Communications Officer (910) 678-2303 (P) (910) 678-2619 (F)</p>	<p>https://boardpolicyonline.com/bl/?b=cumberland#&&hs=127953</p> <p>This page provides information on conducting research in CCS and links to the necessary application forms.</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 52 elementary schools • 18 middle schools • 17 high schools 	<p>http://ccs.k12.nc.us/district-profile-2/</p> <p>African-American: 45.09% Hispanic/Latino: 13.47% White: 29.07% Multiracial: 8.37% Asian: 1.86% Native American: 1.64% Hawaiian/Pacific Islander: .50%</p>
<p>STUDENTS (#) Approximately 50,937</p> <p>Military/Federally Connected Students: 13,501 (26.43%)</p>	<p>Visit NC Department of Public Instruction site at http://www.dpi.state.nc.us/data/reports/</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>http://planning.ccs.k12.nc.us/ccs-demographics/</p> <p>http://www.ncpublicschools.org/accountability/reporting/</p> <p>https://ncreportcards.ondemand.sas.com/src/district?district=260LEA&year=2018&lng=en</p>

Conducting Research in the Cumberland County Schools

If you are interested in conducting research in the Cumberland County schools, we encourage you to contact SRP to discuss whether we can assist you. In addition, the key contact for research noted in the table above can provide guidance regarding specific research proposals.

Detailed information and related policy links can be found at this link:

<https://boardpolicyonline.com/bl/?b=cumberland#&&hs=127953>

GRANVILLE COUNTY PUBLIC SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE 101 Delacroix Street, P.O Box 927 Oxford, NC 27565 (919) 693-4613 (P) (919) 693-7391 (F)</p>	<p>http://www.gcs.k12.nc.us/</p>
<p>SUPERINTENDENT Alisa McLean, Ph.D. mcleana@gcs.k12.nc.us</p> <p>Dywanda Pettaway Executive Administrative Assistant to the Superintendent & Clerk to the Board of Education</p>	<p>http://www.gcs.k12.nc.us/superintendent-74aaed0b</p>
<p>KEY CONTACT(S) FOR RESEARCH</p> <p>Beth Cook CO Staff, Testing and Accountability Director of Testing And Accountability and Volunteers cookb@gcs.k12.nc.us</p>	<p>https://boardpolicyonline.com/?b=granville</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 9 elementary schools • 4 middle schools • 7 high schools • 1 alternative school 	<p>White: 46% Black: 32% Hispanic: 18% Multi-Racial: 3% Asian: .8% American Indian: .2%</p> <p>Individual school information can be accessed from the home page: http://www.gcs.k12.nc.us/schools</p>
<p>STUDENTS (#) 7,438 (2017-18)</p>	<p>https://ncreportcards.ondemand.sas.com/src/district?district=390LEA&year=2018&lng=en</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>https://ncreportcards.ondemand.sas.com/src/district?district=390LEA&year=2018&lng=en</p> <p>https://www.gcs.k12.nc.us/accountability-and-testing-8a19c5e6</p>

Data is for the 2017-2018 school year.

Conducting Research in the Granville County Schools

If you are interested in conducting research in the Granville County schools, we encourage you to contact SRP to discuss whether we can assist you. In addition, the key contact for research noted in the above chart is available to discuss questions regarding research studies.

Granville County Schools does not have a formal application process to conduct research. Requests with as detailed information as possible about the proposed research should be sent to the key contact noted in the table above.

JOHNSTON COUNTY PUBLIC SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE 2320 US 70 Business Hwy East, P.O Box 1336 Smithfield, NC 27577-1336 (919) 934-6031 (P) (919) 934-2586 (F)</p>	<p>http://www.johnston.k12.nc.us</p>
<p>SUPERINTENDENT David Ross Renfrow, Ph.D., Superintendent rossrenfrow@johnston.k12.nc.us Andrea Dublin, Asst to Superintendent andreadublin@johnston.k12.nc.us (919) 934-6032 x 8054</p>	<p>https://www.johnston.k12.nc.us/domain/89</p>
<p>KEY CONTACT(S) FOR RESEARCH Cherry Johnson Director of Research & Grant Development Johnston County Public Schools cherryjohnson@johnston.k12.nc.us (919) 934-4061, x4090</p>	<p>https://boardpolicyonline.com/bl/?b=johnston#&&hs=157534</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 23 elementary schools • 12 middle schools • 10 high schools (some are small programs) 	<p>https://www.johnston.k12.nc.us/</p>
<p>STUDENTS (#) 36,306</p>	<p>African-American: 16% Asian: .6% Hispanic: 22% American Indian: .4% White: 58% Multi-Racial: 3%</p> <p>https://www.johnston.k12.nc.us/Page/12258</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p> <p>Public Records and Information: Crystal Roberts (919) 934-2016 x 1001</p>	<p>http://www.ncreportcards.org/src/search.jsp?pYear=2012-2013&pList=1&pListVal=510%3AJohnston&GO2=GO</p>

School and student information and demographic data copied from <https://www.johnston.k12.nc.us/Page/12258> on June 25, 2019.

Conducting Research in the Johnston County Schools

If you are interested in conducting research in the Johnston County schools, we encourage you to contact SRP to discuss whether we can assist you. In addition, the key contact for research noted in the above table is available to discuss questions regarding research studies.

The Johnston County School District does not have a formal application process to conduct research. Requests to conduct research should be initiated with the key contact person listed above.

From Policy Code information at this link:

<https://boardpolicyonline.com/bl/?b=johnston#&&hs=157534>

The Johnston County Board of Education approves periodic cooperation with individuals and agencies wishing to conduct research in the school system insofar as the proposed research is likely to result in improved services to students without detracting from the educational mission of the school. The superintendent or designee shall review requests from individuals and/or agencies outside of the school system to distribute or administer any research project, survey, analysis or evaluation to students. Any such instrument must be approved by the superintendent or designee before a survey is administered or distributed to students.

NEW HANOVER COUNTY SCHOOLS – OVERVIEW

ADDRESS/PHONE 6410 Carolina Beach Road Wilmington, NC 28412 (910) 254-4200 (P)	https://www.nhcs.net/
SUPERINTENDENT Dr. Tim Markley Tim.Markley@nhcs.net	https://www.nhcs.net/about-us/superintendent
KEY CONTACT(S) FOR RESEARCH	https://resources.finalseite.net/images/v1531376720/nhcsk12ncus/uoo3jfie3yqtsrcvj6ur/2240.pdf
SCHOOLS (# AND TYPE) <ul style="list-style-type: none"> • 25 elementary schools • 8 middle schools • 8 high schools • 2 alternative schools • 2 Pre-K Centers 	https://statisticalatlas.com/school-district/North-Carolina/New-Hanover-County-Schools/School-Enrollment
STUDENTS (#) 25,994 (2017-2018 school year) 26,415 (2016-2017 school year)	Visit NC Department of Public Instruction site at http://www.dpi.state.nc.us/data/reports/ https://ncreportcards.ondemand.sas.com/src/district?district=650LEA&year=2018&lng=en
DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA) Public Information Request Form: https://resources.finalseite.net/images/v1544128670/nhcsk12ncus/xpibyobsxmlxauzaaev/PublicInformationRequest.pdf	http://www.ncpublicschools.org/accountability/reporting/ https://nces.ed.gov/ccd/districtsearch/district_detail.asp?start=0&ID2=3703330

Conducting Research in the New Hanover County Schools

If you are interested in conducting research in the New Hanover County schools, we encourage you to contact SRP to discuss whether we can assist you. In addition, the key contact for research noted in the above table is available to discuss questions regarding research studies.

“The Superintendent is authorized to cooperate insofar as possible with colleges, universities, and other recognized research agencies in promoting potentially useful research. Because of the school system's proximity to the University of North Carolina at Wilmington, there is the potential for unusually large numbers of requests for studies in our schools. Accordingly, it may be necessary to limit the number and establish guidelines for the approval of studies. All research requests shall be reviewed by the school systems Internal Review Board (IRB).”

More information can be found at this link:

<https://resources.finalsite.net/images/v1531376720/nhcsk12ncus/uoo3jfe3yqtsrcvj6ur/2240.pdf>

ORANGE COUNTY SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE 200 East King Street Hillsborough, NC 27278 (919) 732-8126 (P) (919) 732-8120 or (919) 732-0044 (F)</p>	<p>http://www.orangecountyfirst.com/</p>
<p>SUPERINTENDENT Dr. Randy Bridges, Interim Superintendent randy.bridges@orange.k12.nc.us (919) 732-8126 x10001</p>	<p>http://www.orangecountyfirst.com/content/orange-county-board-education-names-interim-superintendent</p>
<p>KEY CONTACT(S) FOR RESEARCH Research Proposals: Michele Woodson, Chief Academic Officer michele.woodson@orange.k12.nc.us (919) 245-4001</p>	<p>http://www.orangecountyfirst.com/content/michele-woodson</p> <p>http://www.orangecountyfirst.com/sites/default/files/Board%20Files/policy-5000/5230-PARTICIPATION%20IN%20RESEARCH%20PROJECTS-DONE-%203%2006%2017.pdf</p> <p>http://www.orangecountyfirst.com/sites/default/files/Board%20Files/policy-5000/5230%20R%26P_Research%20Form%20in%20form-updated-6-29-17.pdf</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 7 elementary schools • 3 middle schools • 3 high schools • 1 alternative school 	<p>http://www.orangecountyfirst.com/content/orange-county-schools</p> <p>American Indian: < 1% Asian: 1.24% Black: 14.44% Pacific Islander: < 1% Hispanic: 23.50% Multiracial: 4.98% White: 55.56%</p>
<p>STUDENTS (#) Approximately 7,484 students served in 2017-18</p>	<p>Visit NC Department of Public Instruction site at http://www.dpi.state.nc.us/data/reports/</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p> <p>For Demographics info, contact Joy Toellen at</p>	<p>http://www.ncreportcards.org/src/search.jsp?pYear=2012-2013&pList=1&pListVal=680%3AOrange&GO2=GO</p>

joy.toellen@orange.k12.nc.us	http://www.orangecountyfirst.com/sites/default/files/department_files/District%20Snapshot%20%28English%29.pdf (2015-2016 District Snapshot)
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All data is for the 2017-18 school year.

Conducting Research in the Orange County Schools

If you are interested in conducting research in the Orange County Schools, we encourage you to contact SRP to discuss whether we can assist you.

The Orange County School system’s Board of Education policy states the following regarding research in the schools:

The Orange County School System is supportive of the development of new educational knowledge through research within the local school community. It is the expressed desire of the Board and staff that the research be well planned and supervised to the point that it provides the least interruption possible to the currently adjusted instructional program. All research proposals must receive approval from the Associate Superintendent for Curriculum and Instruction prior to initiation of the research project. ([Orange County Public Schools Board of Education Policy 3325](#), 3/17/08)

Research applications to Orange County Schools typically take approximately two weeks from submission to decision but may require additional time to review.

PENDER COUNTY SCHOOLS – OVERVIEW

<p>Pender County Schools 925 Penderlea Hwy Burgaw, NW 28425 (910) 259-2187 (P) (910) 259-0133 (F)</p>	<p>https://sites.google.com/pender.k12.nc.us/pcs/home</p>
<p>SUPERINTENDENT Dr. Steven Hill (910) 663-3524 (P) Email: steven_hill@pender.k12.nc.us</p>	<p>https://sites.google.com/pender.k12.nc.us/pcs/our-district/superintendents-message</p>
<p>KEY CONTACT(S) FOR RESEARCH</p>	<p>https://pcspolicy.com/5000-community-relationships/item/217-participation-in-research-projects</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 4 preschools • 8 elementary schools • 5 middle schools • 4 high schools 	<p>African-American: 15% Hispanic/Latino: 13% White: 67% Multiracial: 3% Asian: 1% American Indian: 1% Hawaiian/Pacific Islander: <1%</p> <p>https://www.greatschools.org/north-carolina/burgaw/pender-county-school-district/</p>
<p>STUDENTS (#) Approximately 9,300 (9,166 for 2017-18)</p>	<p>Visit NC Department of Public Instruction site at http://www.dpi.state.nc.us/data/reports/</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>http://www.ncpublicschools.org/accountability/reporting/</p> <p>https://ncreportcards.ondemand.sas.com/src/district?district=710LEA&year=2018&lng=en</p>

Conducting Research in the Pender County Schools

If you are interested in conducting research in the Pender County district, we encourage you to contact SRP to discuss whether we can assist you.

More information can be found at this link: <https://pcspolicy.com/5000-community-relationships/item/217-participation-in-research-projects>

PERSON COUNTY SCHOOLS – OVERVIEW

<p>ADDRESS/PHONE 304 South Morgan St. Roxboro, NC 27573 (336) 599-2191 (P) (336) 599-0844 (F)</p>	<p>https://www.pcsnc.org/</p>
<p>SUPERINTENDENT Rodney Peterson, Ph.D. petersonr@person.k12.nc.us (336) 599-2191 x153</p>	<p>https://www.pcsnc.org/domain/32</p>
<p>KEY CONTACT(S) FOR RESEARCH Jarrod Dennis, Director of Technology and Accountability 336-599-2191 x 151; dennisj@person.k12.nc.us</p> <p>Priscilla Thompson, PowerSchool Coordinator 336-599-2191 x 145 thompsonp@person.k12.nc.us</p>	
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 7 elementary schools • 2 middle schools • 1 high school • 2 Pre-School Centers • 2 Alternative program 	<p>https://www.pcsnc.org/Page/1</p> <p>(select school at top of page)</p> <p>https://www.publicschoolreview.com/north-carolina/person-county</p>
<p>STUDENTS (#) 5,757 students served in 2018-2019</p>	<p>https://www.publicschoolreview.com/north-carolina/person-county-schools/3703630-school-district</p> <p>This site reports 4,654 students in 2018-19 and reports the following ethnicity: American Indian: 1% Asian: n/a (13 students) Hispanic: 9% Black: 35% White: 50% Hawaiian: n/a (2 students) Multi-racial: 5%</p>
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>https://www.pcsnc.org/Page/507</p> <p>https://ncreportcards.ondemand.sas.com/sr/district?district=730LEA&year=2018&lng=en</p>

All information is for the 2018-2019 school year.

Conducting Research in the Person County Schools

If you are interested in conducting research in the Person County district, we encourage you to contact SRP to discuss whether we can assist you.

Person County Schools does not have a formal application process for requesting research approval. Written requests with as detailed information as possible about the proposed research should be sent to the superintendent.

WAKE COUNTY PUBLIC SCHOOL SYSTEM – OVERVIEW

<p>ADDRESS/PHONE 5625 Dillard Drive Cary, NC 27518 (919) 431-7400</p>	<p>http://www.wcpss.net/</p>
<p>SUPERINTENDENT Cathy Moore, M.A. Use this link to email: https://www.wcpss.net/Page/264</p>	<p>https://www.wcpss.net/domain/82</p>
<p>KEY CONTACT(S) FOR RESEARCH</p> <p>As noted in the instructions, applications should be sent to: wcpss-data-accountability@wcpss.net</p>	<p>The application information that should be reviewed first is at: http://www.wcpss.net/domain/2395</p>
<p>SCHOOLS (# AND TYPE)</p> <ul style="list-style-type: none"> • 114 elementary schools • 36 middle schools • 28 high schools • 6 alternative schools • 3 K-8, 6-12 schools (academies) 	<p>http://www.wcpss.net/domain/100</p> <p>American Indian: .3% Asian: 9.3% Black: 22.7% Hispanic: 18% Pacific Islander: .1% Two or More Races: 3.8% White: 45.8%</p> <p>https://docs.google.com/spreadsheets/d/1KCVfOG-JECLavCV7WyhtXyT8EsL1H0pTH1Ydha-Sz_E/edit#gid=0</p>
<p>STUDENTS (#) Approximately 160,471 students served in 2018-2019 (largest district in North Carolina)</p>	
<p>DATA (INCLUDING DEMOGRAPHIC, ENROLLMENT, AND TEST SCORE DATA)</p>	<p>Demographic information for the school system is available at http://www.wcpss.net/domain/100</p> <p>For WCPSS test score data, see: http://www.wcpss.net/site/Default.aspx?PageID=95</p>

All information is for the 2018-2019 school year.

There is currently no distinction in our requirements for faculty vs. student applicants. All research proposals must adhere to the same standards. The Evaluation & Research Department staff members noted in the table above can provide advice about research feasibility and are responsible for reviewing and approving research applications.

Conducting Research in the Wake County Public School System

If you are interested in conducting research in the Wake County public school system, we encourage you to contact SRP to discuss whether we can assist you.

Research applications to WCPSS typically take approximately six weeks from submission to decision. Applications are typically reviewed monthly but not in June, July or August.

Extensive information about the topic “Request for Conducting Research” can be found at this link: <https://www.wcpss.net/domain/2395>

Excerpt from the 2018 Policy Manual, found at this link:
https://boardpolicyonline.com/bl/?b=wake_new#&&hs=499837

Policy Code: 5230 Participation In Research Projects

The Wake County Board of Education encourages agencies and individuals to conduct research on issues related to student achievement and the effective operation of the school system.

For the purpose of this policy, "research" shall include (1) any collection of existing information (e.g., student test scores, attendance, grades, demographic information, etc.) that requires staff time to obtain and is not otherwise an existing public record; (2) any new data collection from students or staff, including but not limited to interviews, observations, and surveys of staff or students; and (3) any analyses of existing data that are not publicly available.

Data, Research, and Accountability staff may approve a request for participation in a research project if:

1. the research results ultimately may benefit students of the school system;
2. the project's purpose and methodology are compatible with the goals and objectives of the Board and school system;
3. the project will not disrupt instructional time;
4. the costs of the project (in student/staff time) are low and the likely benefits to WCPSS are high in terms of potential insights, valid and reliable outcomes, and impact on practice;

5. the project has been submitted to a federally-recognized Institutional Review Board (IRB) for clearance prior to the application being reviewed unless the study is being conducted by the state education agency or a federal government agency. Evidence of actual IRB approval will be required before data collection actually begins should approval be granted, but it is not necessary during the application stage; and
6. the project is consistent with the implementation of existing district or school-based initiatives and programs.

Staff are encouraged to involve other central office administrators, school administrators, teachers, and parents in making this assessment.

All approved research projects must comply with any applicable policies regarding surveys of students, student records, and confidentiality of personal identifying information.

Legal References: [G.S. 115C-47, -230](#)

https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_115C/GS_115C-47.html

Adopted: September 4, 2018