

**Board Policy
Milford Public Schools
Milford, CT**

Survey of Students

Surveys can be a valuable resource for schools and communities in determining student needs for educational services. When a survey is used, every effort should be made to ask questions in a neutral manner to ensure the accuracy of the survey.

Administrators, teachers, other staff members and the Milford Board of Education (Board) may use surveys for many purposes. Such purposes may include, but are not limited to, the need for student services, the determination of prevailing views pertaining to proposed policies and/or practices, or the determination of student knowledge and/or attitudes related, to a specific subject or units. These are examples of surveys and not intended to be an all-inclusive listing. Administrative approval is required for surveys. Responses will not be used in any identifying manner.

Surveys used in any experimental program or research project will be subject to the requirements of Board policy 5145.13, Conducting Research in Schools. Parents shall have the right to inspect all instructional material that will be used for a survey, analysis, or evaluation as part of a federal program. For the purpose of this policy, the term parent includes a legal guardian or other person standing in loco parentis (such as a grandparent or step parent with whom the child lives, or a person who is legally responsible for the welfare of the child). The rights provided to parents in this policy transfer to the student when the student turns 18 years old or is an emancipated minor under Connecticut law.

Prior to administering a survey, the Superintendent of Schools must approve all that are received that include reference to any of the factors listed below. In addition, no student may, without parental consent, take part in a survey, analysis, or evaluation that reveals information concerning:

1. political affiliations;
2. mental or psychological problems of the student or the student's family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating and demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers;
7. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program); or
8. religious practices, affiliations or beliefs of the student or the student's parent/guardian.

Surveys conducted for other agencies, organizations or individuals must have the

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recommendation of the Superintendent of Schools as to content and purpose.

Parents shall have the right to inspect, upon their request, a survey created by a third party before the survey is administered or distributed by a school to a student. Such requests shall be made in writing with a response to be at least two weeks in advance of any survey to be given.

For surveys not funded in any part by the federal government, parents need not give written consent, but must instead be given prior notice of the survey with the opportunity to opt their child out of participation if the survey elicits information concerning any of the eight protected areas listed above.

Overall survey results following decisions must be shared with all parties who request such information.

Parents shall be notified at least annually, at the beginning of the school year, of this policy and when enrolling students for the first time in district schools. This notification must explain that parents, or students 18 or older, or emancipated minors have the right to "opt the student out of participation," in writing, in the following activities.

1. the collection, disclosure and use of personal information gathered from students for the purpose of marketing or selling that information. This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to students, such as:
 - a. college or other post-secondary education recruitment, or military recruitment;
 - b. book clubs, magazines and programs providing access to low-cost literary products;
 - c. curriculum and instructional materials used in schools;
 - d. tests and assessments;
 - e. student recognition programs; and
 - f. the sale by students of products or services to raise funds for school-related activities;
2. the administration of any survey that delves into the restricted sensitive subject areas identified and listed above, or
3. the administration of any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school not necessary to protect the immediate health or safety of the student or other students and not otherwise permitted or required by state law.

The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening.

The term "personal information" means individually identifiable information including a student's or parent's name, address, telephone number, or social security number.

To be approved, all such research proposals or surveys must demonstrate that the projected

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findings will have value to either the District as a whole or to a unit within the District, and not be unduly disruptive or time consuming of the normal educational process. Parents of a student shall also have the right to inspect, upon request, any instructional material related to the surveying of students. The District shall grant reasonable access to instructional material within a reasonable period of time after a parental request is received.

The term "instructional material" means instructional content that is provided to a student, regardless of format. It does not include tests or academic assessments.

Legal Reference: Elementary and Secondary Education Act of 1965, 20 U.S.C. §1232h
Protection of Pupil Rights Amendment, as amended by the Every Student
Succeeds Act, Pub. L. 114-95
Regulation 34 CFR Part 98 (PPRA Regulations)

Board Policy Approved:

April 12, 2021