

## **Instruction**

### **SURVEYS OF STUDENTS**

**6162.51(a)**

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 Board of Education 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 Policy 5156 Research Involving Students. Parents or guardians shall have the right to inspect all instructional material that will be used for a survey, analysis, or evaluation.

Any survey that includes references to any of the factors listed below must receive Board of Education approval prior to being administered. In addition, no student may, without parental or custodial consent, unless the student is emancipated, take part in a survey, analysis, or evaluation that reveals information concerning:

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

**Instruction**

**SURVEYS OF STUDENTS (continued)**

**6162.51(b)**

Surveys conducted for other agencies, organizations, or individuals must have the recommendation of the Superintendent of Schools and the approval of the Board of Education as to content and purpose. The results of such approved surveys must be shared with the Board of Education. Surveys which have remained unchanged or have undergone minor changes and have previously been approved by the Board of Education, do not have to be approved yearly after the third administration. Minor changes include, but are not limited to, changes in the format of the survey, changes to questions which do not alter the nature of the questions, and/or changes to the administration period. The determination for needing Board approval will be made by the Superintendent or designee. In such instances, the Board will be notified when a previously approved, unmodified survey is being administered and when (a) minor change(s) to a survey has/have been made.

Parents or guardians 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.

Overall, deidentified survey results must be shared with all parties who request such information.

Parents, guardians, or students eighteen (18) or older, have the right to opt the student out of participation in the collection, disclosure, and use of personal information gathered from students for the purpose of marketing or selling that information. This opt-out notification must be provided by the parent or guardian in writing.

Parents or guardians shall be notified of this policy at the beginning of each school year and when enrolling students for the first time in district schools. The district shall also notify parents/guardians within a reasonable period of time after any substantive change to this policy.

**EXAMINATION OF INSTRUCTIONAL AND EDUCATIONAL MATERIAL**

Parents or guardians of a student shall have the right to inspect, upon request, any instructional material used as part of the educational curriculum.

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: PL 103-227, Section 1017 (which amends Section 439 of the General Education Provisions Act)  
PL 107-110, (HR 1-“Leave No Child Behind”) § 1061/1062-Student privacy, parental access to information, and administration of certain physical examinations to minors

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