



March 25, 2020

Dear Current or Prospective DPSCD Research Partner:

We hope this message finds you and your families and colleagues well during this period of unprecedented disruption and uncertainty. This message is to update you on how the ongoing COVID-19 pandemic conditions can be specifically expected to impact the district's ability to process new or currently active external research partnership applications, or fulfill the stated requirements of previously executed research partnerships scheduled for activity during the current academic year, during this time.

Please review the following updated DPSCD external research partnership guidelines to be implemented throughout the duration of the current district closure and, in some cases as indicated below, until further notice beyond the re-opening of schools:

Independent Data Collection with DPSCD Students or Staff:

- In-person:
 - All in-person independent data collection efforts (including but not necessarily limited to surveys, focus groups, interviews, observations, and audio/video recording activities) are temporarily suspended until further notice. Shortly prior to the recent official enactment of full school closures, as an early safety measure implemented to protect DPSCD students and staff, the Superintendent announced a temporary indefinite suspension of all external partner volunteer activities in schools until further notice. This suspension of activity applies as well to research partners attempting to conduct independent data collection activities within schools, which may remain temporarily prohibited for a time even after schools are reopened for instruction. All in-person data collection activities on DPSCD premises will remain necessarily suspended until such activity is determined to be safe and the suspension of external partner volunteer activities is lifted.

- Remote (Online or by mail/phone/other):
 - Given the decentralized nature of both student and staff ongoing activities, as well as the need to focus in the immediate term on the needs of a temporary transition to online academic instruction and support offerings, all remote independent data collection efforts (including but not necessarily limited to surveys, interviews, and audio/video observation and recording activities) are also temporarily suspended, but the District will entertain very-limited exceptions on a case-by-case basis. Depending on the specific nature and scope of approved or requested remote data collection activities, some individual activity requests may be considered and approved if deemed appropriately manageable and minimally intrusive to students and staff coping with these new, challenging circumstances presented by the pandemic.

Students Rise. We all Rise



Researchers with an existing previous approval to conduct in-person research who are interested in adjusting their application for remote collection, or researchers who had previous approval for remote data collection, and would like their project to be considered for continuation should contact dpscd.research@detroitk12.org for further discussion and approval criteria.

Administrative Data-Sharing:

- Requested or Approved Access to DPSCD Administrative Data Collected through March 13th, 2020:
 - All previously executed data-sharing agreements approving access to specific DPSCD administrative record data for a period of time that includes prior academic years or through March 13th of the 2019-20 academic year, if not already fully-processed and delivered, will be processed and delivered as per any specified delivery dates in that agreement with the following potential exception:
 - Previously executed agreements providing approval for individually-identifiable student-level data sharing that was contingent upon the receipt of parental consent to participate and for which consents were not fully obtained by the partner prior to March 13th will be reconsidered for execution applicability at this time as per the [recently issued United States Department of Education guidelines for FERPA eligibility during the COVID-19 school closure period](#).
 - All previously executed data-sharing agreements approving access to specific DPSCD administrative record data for a period of time including dates beyond March 13th of the 2019-20 academic year will necessarily be paused throughout the duration of the closure and potentially unfulfillable depending on the specific scope of data elements approved for sharing. Please note that all Michigan state end-of-year accountability assessments for the 2019-20 academic year [have been cancelled](#).

Research partners expecting data from this period should contact dpscd.research@detroitk12.org for specific questions about data availability.

- At this time, approved data-sharing requests for DPSCD administrative record data to be collected in academic 2020-21 or beyond are expected to be unaffected.

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New External Research Partnership Applications:

- New external research partnership applications will continue to be accepted through the existing DPSCD online application form throughout the duration of school closures, however new applicants are **strongly recommended** to consider the current operating guidelines outlined above prior to submitting any new proposals for research partnership activity intended to occur throughout the duration of school closures or the scheduled remainder of the 2019-20 academic year. Applications received during this time will be pre-screened for consideration of practical applicability on a case-by-case basis and either forwarded to the standard committee review process if deemed eligible for immediate consideration as per the closure guidelines above or held until full school-level services and access approvals resume. For applications deemed necessary to hold for review at a later date, applicants will receive a notification of this from the DPSCD Office of Research & Evaluation along with an inquiry requesting the applicant's consideration in resubmitting proposed activity dates to commence beginning in the 2020-2021 academic year or beyond.

Thank you again for your understanding and support as we all navigate our way through these unprecedented circumstances with a priority consideration for student and staff safety and academic services necessarily placed above all else. Please know that we value and appreciate the contributions of our district partners and are working actively to identify a pathway towards resuming all district external partner research support activities as soon as circumstances allow.

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