



Research Projects/Academic Partnerships

Background

KTCEA recognizes the benefits of research in advancing knowledge and best practices in First Nations education to improve student learning and well-being.

Guidelines

All research requests by KTCEA staff or by external researchers must have the approval of the Superintendent prior to commencement.

All data created by the KTCEA is considered the intellectual property of the KTCEA division.

All research relating to or involving KTCEA must adhere to the First Nations principles of ownership, control, access, and possession (OCAP®) and the highest ethical standards.

#	Procedure	Roles & Responsibilities
1.	<p>1.1 The Superintendent designates the Associate Superintendent of Learning Services and Academic Success with the responsibility for the following:</p> <ul style="list-style-type: none"> 1.1.1 Evaluating and providing recommendations to the Superintendent for all proposals to conduct research at KTCEA based on criteria. 1.1.2 Engaging in discussions with principals, directors, and other relevant staff about the research. 1.1.3 Identifying and notifying principals, directors, and other relevant staff about approved research projects and sharing relevant details prior to the research commencing. <p>1.2 The evaluation of proposals will be based on the following criteria:</p> <ul style="list-style-type: none"> 1.2.1 The research conforms with the First Nations principles of ownership, control, access, and possession (OCAP®). 1.2.2 The research has educational benefit/value, relevance, and significance to KTCEA. 1.2.3 The research does not occur at the expense of students' academic programs or well-being. 	<p>Superintendent/Associate Superintendent Learning Services and Academic Success/Associate Superintendent Corporate Services</p>

	<p>1.2.4 The requirements on school(s), classroom(s) and other KTCEA operations are reasonable. The research must not overstretch KTCEA schools or operations.</p> <p>1.2.5 Willingness of school/central office to participate;</p> <p>1.2.6 Whether there are other research studies/projects planned or underway within KTCEA.</p> <p>1.2.7 The research conforms with privacy legislation, regulations, and other legal constraints.</p> <p>1.2.8 The research does not have significant cost implications for KTCEA. Consultation with the Associate Superintendent of Corporate Services must take place where there are significant cost implications to KTCEA.</p>	
2.	<p>2.1 Research proposals submitted to KTCEA must include a description of the research project including:</p> <p>2.1.1 Objectives;</p> <p>2.1.2 Methodology;</p> <p>2.1.3 Evaluative instruments;</p> <p>2.1.4 Specific details of participants and expectations thereof (including time commitments);</p> <p>2.1.5 Anticipated timeline and completion date of the final report;</p> <p>2.1.6 A description of how this research is of value to KTCEA;</p> <p>2.1.7 The process of obtaining informed consent including letters and consent documents;</p> <p>2.1.8 Confirmation that the proposal conforms with the First Nations principles of ownership, control, access, and possession (OCAP®);</p> <p>2.1.9 Confirmation of approved ethics review by the researcher's home institution;</p> <p>2.1.10 Confirmation that the proposal conforms to the requirements of privacy legislation.</p>	Associate Superintendent of Learning Services and Academic Success
3.	<p>Upon consideration of the recommendations of the Associate Superintendent of Learning Services and Academic Success, the Superintendent will provide the final approval for all research requests.</p>	Superintendent
4.	<p>Externally initiated research projects may be terminated at any time if, in the judgment of the Superintendent or</p>	Superintendent

	designate, the guidelines established for the study have been violated.	
5.	Upon completion of the study, the researcher shall be required to submit to the Superintendent, if available, a complete report plus an abstract describing the project and the findings.	Superintendent

Definitions:

First Nations Principles of OCAP®:

OCAP® refers to the principles of ownership, control, access, and possession. The First Nations principles of OCAP® establish how First Nations’ data and information will be collected, protected, used, or shared.

References:

(OCAP®): <https://fnigc.ca/ocap-training/>

Procedure Amendments and Updates

The responsibility for updating and amending this procedure rests with the Associate Superintendent of Learning and is to be reviewed annually.