

<p><b>TUCSON UNIFIED</b> SCHOOL DISTRICT</p> <p><b>GOVERNING BOARD POLICY</b></p>	POLICY TITLE: Administration of Student Surveys
	POLICY CODE: LCA

**Purpose**

The purpose of this policy is to comply with federal and state law for the collection and reporting of certain information by means of student surveys. This information that will be collected relates to student attitudes and behaviors on topics such as school safety, substance use, and the prevalence of risky attitudes or behaviors, particularly with respect to alcohol and drug abuse. In addition, these surveys also may collect information on general health practices and human sexuality.

**Policy**

Tucson Unified School District cooperates with individuals and agencies in conducting student surveys. The student surveys may be conducted as determined necessary by the school district. Surveys, analyses, and evaluations conducted as part of any program funded through the U. S. Department of Education must comply with 20 U.S.C. § 1232h.

**Scope**

This policy governs the administration to students of a survey, analysis, or evaluation that concerns one or more of the following protected areas.

1. critical appraisals of another person with whom the student has a close relationship with;
2. gun or ammunition ownership;
3. illegal, antisocial or self-incriminating behavior;
4. income or other financial information;
5. legally recognized privileged or analogous relationships, such as relationships with a lawyer, physician or member of the clergy;
6. medical history or medical information;
7. mental health history or mental health information about the student or the student’s family;
8. political affiliations or beliefs of the student or the student’s parent;
9. self-sufficiency as it pertains to emergency, disaster and essential services interruption planning;
10. sexual behavior or attitudes;
11. voting history;
12. religious practices affiliations or beliefs of the student or the student’s parent

This policy does not apply to:

- mental health screening pursuant to section 15-104 or the identification of or programming for children with disabilities or gifted pupils pursuant to title 15, chapter 7, articles 4 and 4.1;

- class instruction, discussion or assignments on subjects within the purview of the course;
- any exam administered by a nationally recognized college entrance or career readiness exam provider that a student takes on public school property regardless of whether the exam is taken during the school day;
- any survey conducted or implemented by the Arizona criminal justice commission if, at least seven days before the survey is administered to a pupil, the parent is provided with a paper or electronic copy of the survey, or electronic access to the survey;
- any method of surveying a student that is conducted because a person has a reasonable belief that a minor is or has been a victim of abuse pursuant to section 13-3620.

## **Student Surveys in General**

### *District administered Surveys:*

- Student surveys administered by the District will be reported anonymously and the identity of the students shall be indiscernible.
- No mechanism will be used in the reporting of students personally or individually that identifies the participating student in any way by the District.
- All surveys must be approved by the Assessment & Evaluation Unit.

### *External Research administered Surveys:*

- Student surveys will be conducted anonymously and in an indiscernible fashion.
- No mechanism will be used for personally or individually identifying the participating student in any way. No personally or individually identifiable record will be maintained of a student returning a survey.
- All surveys must be approved by the Assessment & Evaluation Unit.
- Assessment & Evaluation may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant or is discriminatory in nature based on age, race, color, gender, disability, sexual orientation, religion, or national origin.
- Assessment & Evaluation may also choose not to approve the survey if it conflicts with TUSD Board policies or regulations.
- The school administrator to be involved with the study may decline to proceed with the study, if the administrator believes that the survey would cause an unwarranted use of staff or student time, or that it would create unfavorable parent or community reaction.

For any survey administered under this policy, a copy of the survey and a written consent form will be provided to the student's parent at least seven days before the survey is administered. No surveys will be administered under this policy without the prior written consent of the student (if the student is an adult or emancipated minor), or

in the case of an unemancipated minor, without the prior written consent of the parent before students take the survey.

### **Parent Notification**

Parents will be notified of this policy annually at the beginning of the school year and within a reasonable period of time if any substantive change is made to this policy.

The notice will provide parents the opportunity to opt out of participation in the following activities:

- Activities involving collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
- Any nonemergency invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.
  - “Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
- The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

Adopted: October 5, 2004

Reviewed: March 6, 2013

Updated: August 5, 2014 (department name change)

Revised: October 6, 2022

**LEGAL REF.:** 20 U.S.C.§ 1232h; 20 U.S.C.§ 1400 et.seq.; 34 CFR Par 98; A.R.S. § 15-117