

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: February 22, 2005

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **MEMORANDUM OF UNDERSTANDING BETWEEN
BALTIMORE COUNTY, MARYLAND PUBLIC SCHOOLS
AND DR. BRIAN K. PERKINS**

ORIGINATOR: Rita Fromm, Chief of Staff

PERSON(S):

RECOMMENDATION

That the Board of Education will review and approve the Memorandum of Understanding (MOU) between Baltimore County Public Schools and Dr. Brian K. Perkins. The purpose of this agreement is for participation in the NSBA/CUBE National Random Study on School Climate.

Memorandum of Understanding Between Baltimore County, Maryland Public Schools
and Dr. Brian K. Perkins

Baltimore County, Maryland Public Schools agrees to participate in the NSBA/CUBE National Random Study on School Climate under the direction of Dr. Brian K. Perkins, Principal Investigator. The study, as well as the obligations of the respective parties, are described herein:

1. This study will include up to 3,000 students from the Baltimore County, Maryland Public Schools; however, Baltimore County Public Schools will not guarantee a specific number of student-completed surveys or the accuracy of the information contained therein.
2. Students will be surveyed on an anonymous basis. No information will be collected to identify any student in any manner, and no NSBA/CUBE staff will have any direct contact with students.
3. Questions will be structured so that students cannot be personally or individually identified, and survey results will not become a part of any student record, nor are they collected with the intent that they will become part of any student record.
4. Schools participating in the study will not be identified or compared with other schools within the national sample. School-level results of the survey will be released to the Superintendent of Schools unless otherwise specified in writing by the President of the Board of Education of Baltimore County.
5. NSBA/CUBE will not impose, charge, or assess any costs expensed or fees in the distribution, dissemination, or collection of the survey. Any additional services or administrations are the responsibility of Baltimore County (Maryland) Public Schools and subject to fees and related costs.
6. Data collected with this study remain the property of the principal investigator, who agrees to comply with all necessary laws, regulations and ethical guidelines concerning Human Subject Testing.
7. Under this agreement to participate, the Baltimore County, Maryland Public Schools will:
 - a. assign a district representative/contact to work with the research team from survey administration to report delivery
 - b. comply with all local and state laws regarding the notification, permission and participation of students in this study
 - c. provide the necessary school-level demographic data to determine which schools within the district will be included in the study
 - d. administer the survey in designated schools consistent with the administration guidelines
 - e. not copy or distribute the survey in any manner inconsistent with copyright law or the terms of the study and administration protocol
 - f. secure the surveys for delivery according the procedures outlined in the administration protocol
 - g. hold harmless CUBE/NSBA and Dr. Brian K. Perkins for information and findings disclosed related to the study.
8. Under this agreement, Dr. Brian K. Perkins will:

- a. comply with all necessary federal laws on survey collection.
- b. comply with all necessary federal laws on survey collection.
- c. provide the Baltimore County, Maryland Public Schools with a item-level analysis for each school participating in the study
- d. provide the Baltimore County, Maryland Public Schools with an item-level analysis report for regional and national participants
- e. not disseminate, disclose or identify the results of the survey administration by school unless compelled by court order
- f. not contact print, video or audio media outlets to discuss the results of the survey by school or system level.
- g. comply with all applicable state privacy laws as disclosed to him.
- h. comply with copyright and trademark law.
- i. inform Baltimore County, Maryland Public Schools of any and all test protocols that are required in the administration of the survey.
- j. hold harmless Baltimore County, Maryland Public Schools for information and findings disclosed related to this study.

Signature – Board Chair/President

Signature – Superintendent of Schools

Signature – Dr. Brian K. Perkins

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