Integrating District Systems to Make All Those Partner/Vendor/Research Requests Work for You

(a.k.a. Using IRB to manage partners and “asks”)

Jefferson County Public Schools

Louisville, Kentucky

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CGCS
10.20.2022

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JCPS Institutional Review Board (IRB)

Big Picture

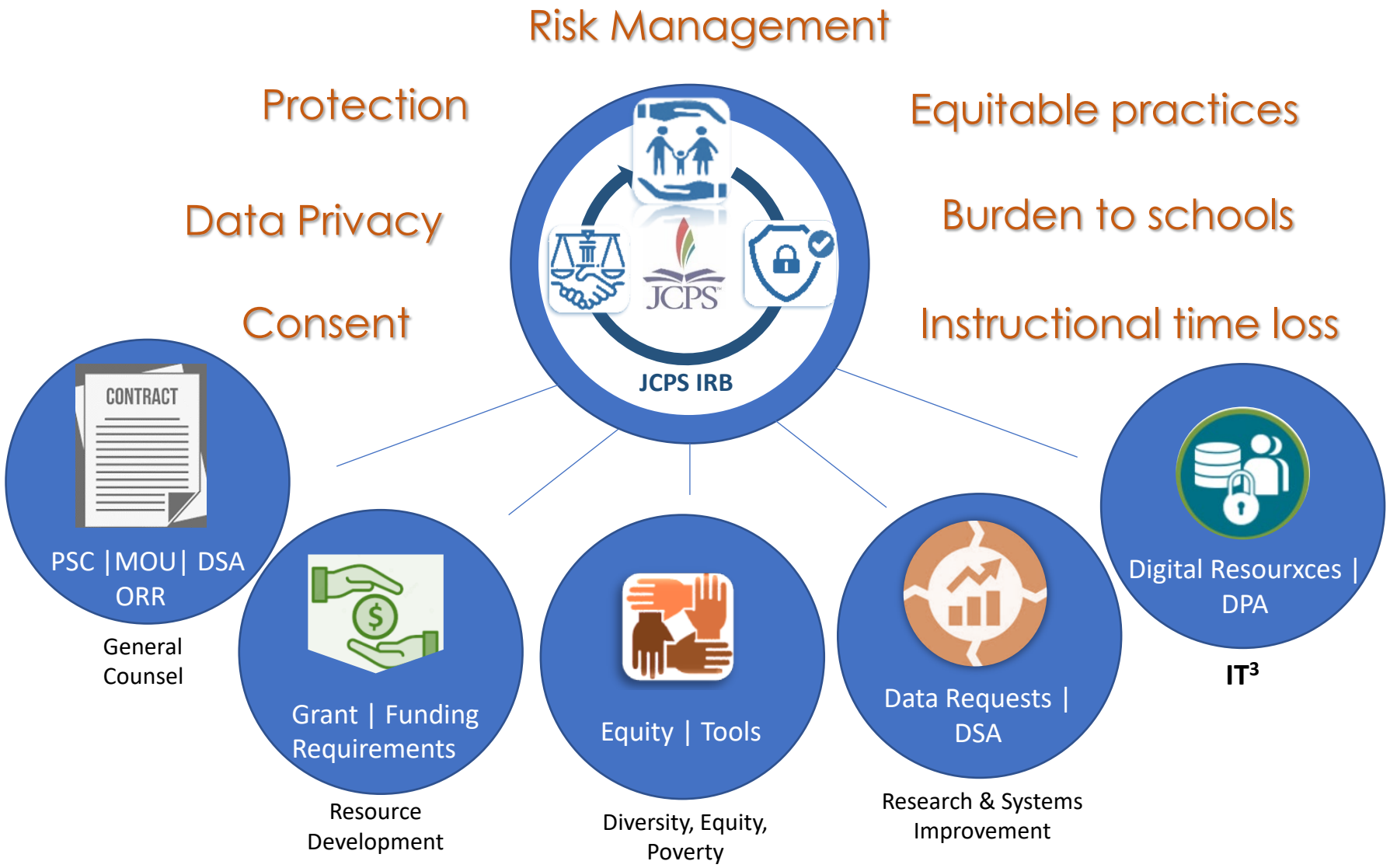
Effectively manage partners to support and protect

Maintain targeted focus on priorities

Tools and processes

What?
Linking District Operational Areas

Integrated Systems for Partner Management



Why link?

Align & Focus

Age Old Question

What are your key priorities and how will you meet them?

Coupled Impact

- Strategy 1: District departments lean into and move forward in their areas of expertise.
  - ✓ Refine (sometimes replace) frameworks, initiatives, programs, expectations.

→ Silos of work and conflicting expectations.

- Strategy 2: Get outside help and engage partners. Lots of folks want to work in schools and school districts for many different reasons.
  - ✓ Provide services, PDs, or programs.
  - ✓ Evaluate these services, PDs, or programs.
  - ✓ Conduct practice and intervention studies.

→ Time and resources pulled in many directions, Introduction of risks

Age Old Result

Good movement/ideas, partial implementation, and…

How?
Increase Selection Alignment

JCPS IRB

Process Evolution

JCPS IRB 2.0

2019-20 (before pandemic) | **2020-21 and 2021-22** (during pandemic) | **2022-23** (now)

Ask a Leader

Do you want to do it?

IRB review

- Acceptable methods?
- Which priority?
- Risk scale?
  1. Instructional time lost
  2. Burden to schools

Leader Directive

Why should we do it?
(only 'essential')

Few to no IRB reviews ..... Consult with other operational reviews

Engage Systems & Leaders

What critical gap does it fill?

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How?
Drive the Agenda

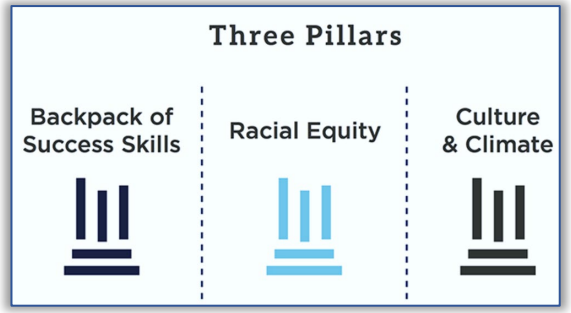
Clear Messaging

Published on JCPS IRB website

JCPS does not accept ***unsolicited requests*** to conduct research or evaluations with the district or individual schools. Questions about JCPS procedures or data availability can be directed to jcps.irb@jefferson.kyschools.us.

Research and evaluation ***activities include*** surveys, focus groups, site observations, and requests for identifiable student or staff information or data when requested by university faculty and graduate students (***including JCPS staff to fulfill university degree requirements*** for coursework, dissertations, or capstones) and by vendor/community partner work associated with grants or contracts.

The JCPS Institutional Review Board (IRB) only reviews external requests initiated by JCPS leadership as part of our established Research Practice Partnerships (RPP) and yearly research agenda to ***directly align with current needs***.



How?
Integrate Business Rules/Procedures for Partners

Critical Systems Processes & Tools

What critical gap does it fill?

Money to or from?

Solicited or unsolicited?

Partner Request Initial Checklist

What is asked of schools, students, families (instructional time loss; burden; student records)?

Contract or agreement? Insurance?

Digital Resource Process

IRB Risk Preview

Laws and regulations?

Partner/Vendor/Research Requests

✓ **YES?**
✓ **IRB needed?**

IRB Formal Review

All processes complete for 'full approval'

REAP

What is the equity impact on students?

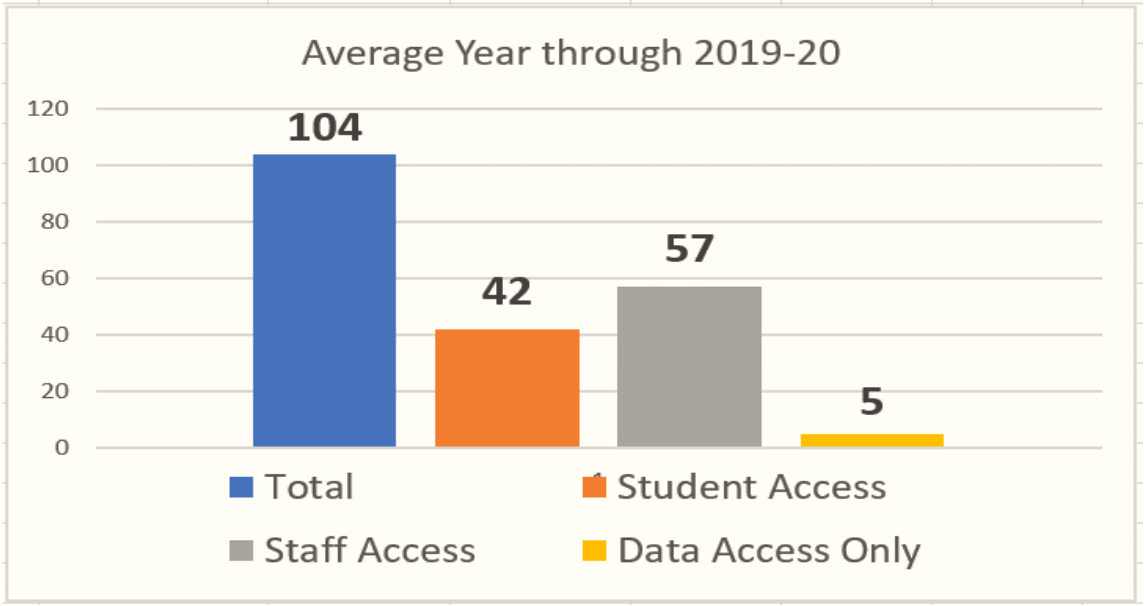
Letter of Support Form

Capacity to commit?

Where we were with IRB requests

- Some averages

88%
In-school time requests



96%
Not related to school/district priorities

80%
Unsolicited requests

87%
Survey and/or interview

45 min
Average time involved for students

"It will only take 10-15 minutes."
– said by most researchers

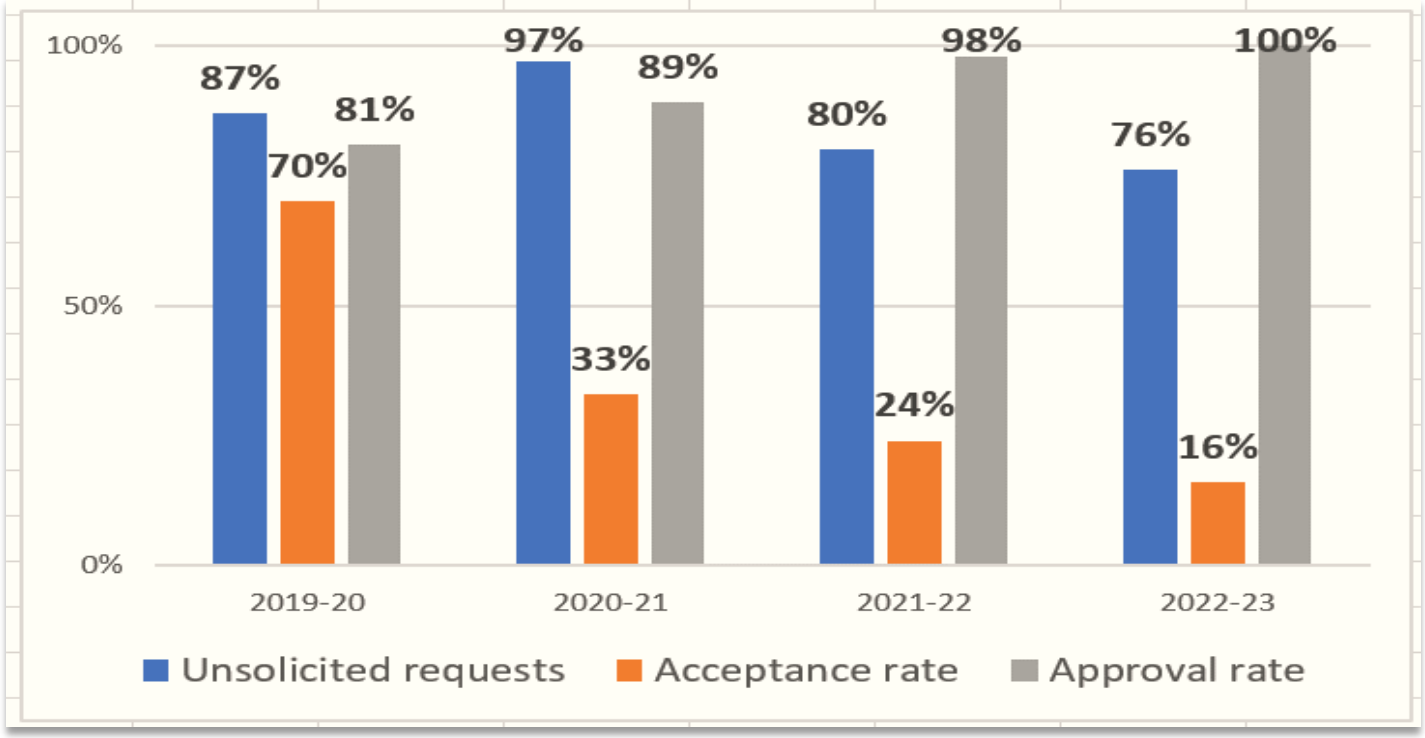
- Working with regional universities on district priorities, intentional partnerships, and programmatic expectations.

Impact on Schools & District

Where we are now with IRB requests

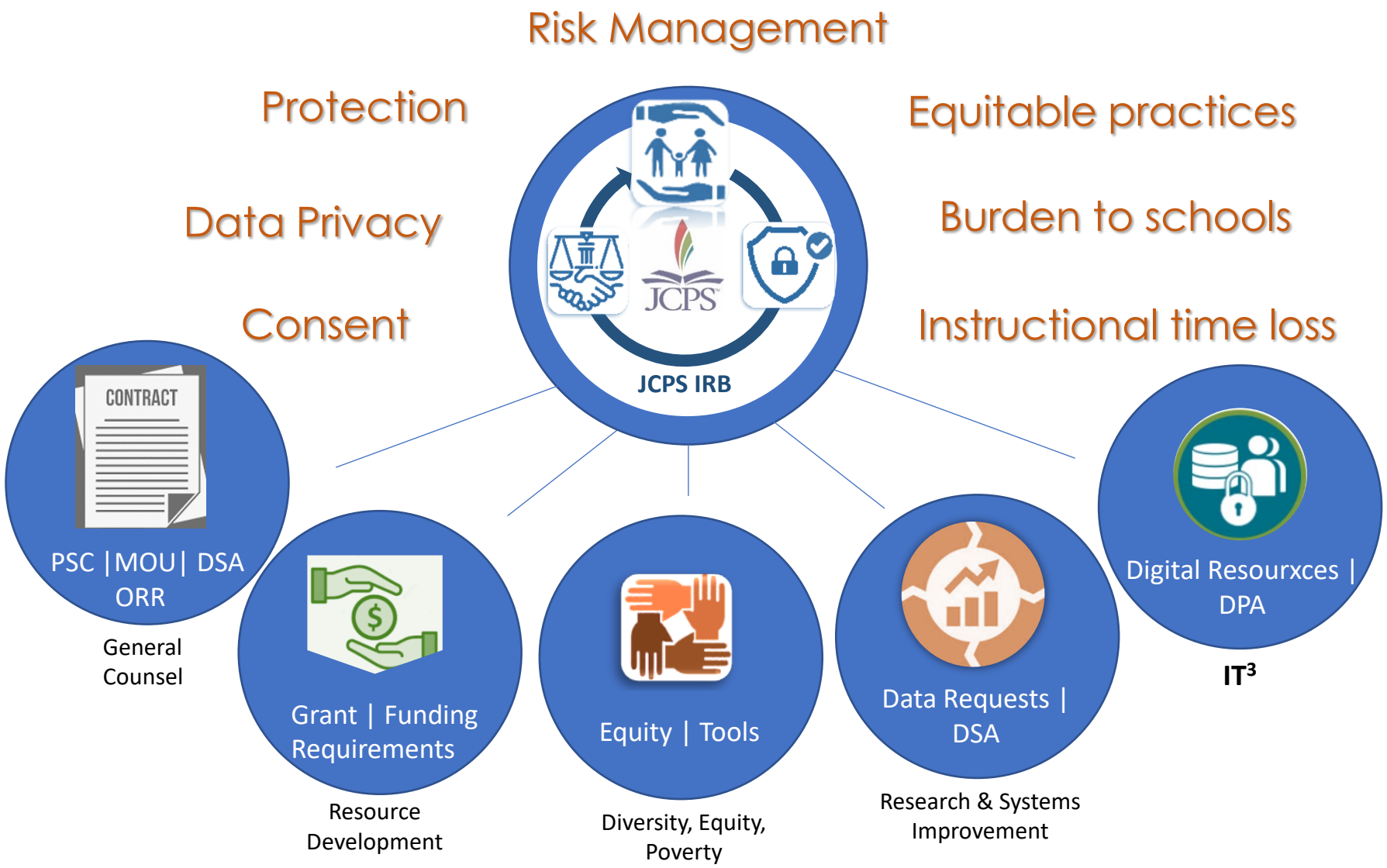
Impact on Schools & District

	2019-20	2020-21	2021-22	2022-23
Total Inquiries	87	24	43	31



Total In-School Time	72%	10%	5%	2%	
Total Instructional Time	450,000	12,000	2250	0	across kids and schools
Total Instructional Time	9,375	800	500	0	

JCPS IRB

Integrated Systems for Partner Management

Questions?