



Association of School Psychologists of Pennsylvania

Promoting best practices in school psychology.

IV. RESEARCH OPPORTUNITIES (approved 01/25/2014)

A. Policy (to be posted on the Association's main webpage)

The Association of School Psychologists of Pennsylvania (ASPP) provides space on its website for Research Opportunities related to the field of school psychology. Research Opportunities may include requests to complete surveys, questionnaires, and other research methods. All Research Opportunities endorsed by ASPP and posted on its website have been thoroughly reviewed and endorsed by the Executive Board. Questions or comments regarding any of the endorsed Research Opportunities should be directed to the primary researcher.

Researchers interested in accessing ASPP members to assist in research efforts must follow the procedures for review of their protocol. Protocols with all required information will receive full consideration. Research Opportunities endorsed by ASPP will be highlighted on the website and a corresponding electronic notification will be sent to all members. ASPP will not grant any request for the phone numbers, email addresses, or any other contact information for its membership for the purposes of a research study. ASPP will only contact its members directly through email or other electronic communication to inform them of ASPP-endorsed Research Opportunities contained on the webpage.

B. Procedure (to be linked from the Association's main webpage)

1. Research Opportunity protocol requests are reviewed during three periods each year. Deadlines for protocol requests are midnight Eastern Time on April 30th, August 31st, and December 31st. Endorsement decisions are communicated to the primary researcher within two weeks of the closing of the corresponding review period.
2. Researchers must submit a complete protocol request to the Communications Chair (link to email). Research Opportunity protocol requests that contain all of the following will receive the full review by ASPP:
 - a. Contact information for the primary researcher, including name, organizational affiliation, email and physical address, and phone number
 - b. An electronic copy of the Institutional Review Board approval for the research project
 - c. Brief (1-2 pages maximum) summary of the research, including rationale, research questions, and implications for the field of school psychology.
 - d. One-paragraph abstract that would be posted on the website and listed in the electronic communication to members if the research is endorsed by ASPP

- e. Verification of the primary researcher's membership to ASPP or a similarly-aligned state-level professional organization (e.g., New York Association of School Psychologists, Pennsylvania School Counselors Association, Colorado Association of School Executives)
3. The ASPP Communications Committee reviews each complete Research Opportunity protocol request and decides how many and which to endorse. Endorsement decisions are made in accordance with the purposes of ASPP and its members.
4. The Communications Committee Chair responds to each primary researcher with the decision of the Committee within two weeks of the closing of the corresponding review period.
5. The Communications Committee Chair designates the Committee member responsible for posting each endorsed research request on the ASPP website.
6. The Communications Committee Chair designates the Committee member responsible for sending an email and other electronic communications (e.g., Facebook posting) to members listing all endorsed Research Opportunities for that particular review period in one communication to members.
7. Primary researchers whose protocols are endorsed by ASPP are strongly encouraged to submit their final abstract to the Communications Chair upon completion of the research study. ASPP will post this abstract on its Resources page with a link (if available) to the electronic version of the report. ASPP will also encourage the primary researcher to either present his/her research at an ASPP Fall Conference and/or submit an article for publication in *InSight*.
8. ASPP reserves the right, as deemed appropriate, to undertake the following editorial functions in the management of its website, including:
 - a. Removal of a Research Opportunity if the data collection window has ended
 - b. Removal of a Research Opportunity at the request of the primary researcher
 - c. Removal of a Research Opportunity determined, after further review, to no longer serve the prerequisite purposes set forth in this policy or procedure.
9. All Research Opportunities will be removed from the website at the commencement of the next endorsement period. Researchers desiring to maintain their endorsed Research Opportunity beyond one endorsed period must resubmit their request following the same procedures stated above.