

MINISTER'S DIRECTIVE

No. MD 2018-03

Research Requests

Pursuant to clause 4(2)(1) of the *Education Act* R.S.P.E.I. 19889, Cap. E-.02, I hereby issue the following Minister's Directive respecting research requests:

1. In this Minister's Directive,
 - (a) "researcher" means
 - (i) a person enrolled in an academic program at a post-secondary institution;
 - (ii) a person employed at a post-secondary institution;
 - (iii) a person conducting research on behalf of an agency or public body other than an education authority or the Department of Education, Early Learning and Culture;
 - (b) "committee" means the External Research and Review Committee established under subsection 2(1) of this Directive.
2.
 - (1) The Department shall establish an External Research and Review Committee consisting of the following members:
 - (a) a representative of the Department, who shall act as chairperson of the committee;
 - (b) a representative of the Public Schools Branch;
 - (c) a representative of the French Language School Board; and
 - (d) a school principal from a school operated by an education authority.
 - (2) The purpose of the committee is to review and make recommendations to the education authorities respecting applications made to the education authorities by researchers for authority to conduct research projects in the English school system or the French school system.
 - (3) The quorum of the committee is three members.
3.
 - (1) A researcher may apply to an education authority to conduct research in the English school system or the French school system by submitting an application to the committee, in the form required by the committee.
 - (2) The committee shall take into consideration the following in determining whether to recommend that an education authority grant approval to a researcher who has applied in accordance with subsection (1):
 - (a) whether an ethical review of the proposed research has been approved by the post-secondary institution, agency or public body that is affiliated with the researcher;
 - (b) the research design and methodology;
 - (c) whether the research is relevant to education or the priorities of the education authority;
 - (d) whether the research focus and procedures are consistent with education authority policies;

- (e) the procedures proposed for obtaining the informed consent from participants in the research;
 - (f) the procedures proposed for addressing sensitive issues that may arise during the research;
 - (g) whether the researcher has taken reasonable steps to protect the privacy of participants in the research, including the rights of participants to protection of personal information in accordance with the *Education Act*, the *Health Information Act*, and the *Freedom of Information and Protection of Privacy Act*;
 - (h) whether the research will impose undue demands on the time and resources of students, education authority staff and schools, including but not limited to instructional time for students; and
 - (i) the intended use of the results of the research, and whether the research will be shared with the education authority.
4. The committee shall, taking into consideration section 3, review and make recommendations respecting a research application to an education authority not later than three weeks after the date of the committee meeting in which the application is considered.
5. The committee may, with the approval of an education authority,
- (a) advise the principal of a school of the approval of a research project by the education authority; and
 - (b) provide the principal of a school with general information about the research project, including the name of the researcher.

This Minister's Directive is effective April 16, 2018.

Dated at the City of Charlottetown, this 16 day of April, 2018.



Jordan K.M. Brown
Minister of Education, Early Learning and Culture