

GUARDIAN – KCTC STUDENT SURVEY INFORMED CONSENT DOCUMENT

Learning Tree Institute

PROJECT TITLE: Kansas Communities That Care (KCTC)

DEAR VALUED GUARDIAN:

The Kansas Communities That Care (KCTC) student survey measures teen substance use, delinquency, and related problem behaviors. We know that students are influenced by many factors and behavior and attitudes do not develop in isolation. What happens at home affects youth performance and behavior at school. What happens in our schools can affect youth attitudes toward the community, and vice versa. It is critical that we look at the whole picture to determine the most appropriate approaches to focus on prevention efforts. If problem behaviors decrease in schools and communities, they are better places to learn, grow, and live.

WHAT IS THE PURPOSE OF THIS STUDY?

With the movement towards accountability at all levels, having high quality youth data is critical for school districts, community, county, and regional organizations as well as state agencies. KCTC data is used across multiple state agencies including Behavioral Health Services Commission, Kansas State Department of Education, and Juvenile Justice Authority. Frequent and consistent participation is critical to establishing reliable trend data over time.

WHY IS THIS STUDY IMPORTANT?

The KCTC student survey provides schools with data. This data is used to help districts gauge what is working and what needs work within their schools. Districts can then look into different programs to address weaknesses or enhance strengths. Districts can also use the data when seeking funding for programming.

WHY HAS MY STUDENT BEEN ASKED TO TAKE PART IN THIS STUDY?

Principal Investigators, with the Kansas Department for Aging and Disability Services (KDADS), have determined the KCTC is grounded in rigorous research from a variety of disciplines. This research has identified the predictors of youth problem behaviors, developed assessment tools for measuring those predictors in a community, and tested programs that work to address those predictors.

HOW MANY PEOPLE BESIDES MY STUDENT WILL BE IN THE STUDY?

This study is expected to collect results from at least 60,000 participants.

WHAT WILL MY STUDENT BE ASKED TO DO IN THIS STUDY?

Participants will be asked to complete an online survey.

HOW MUCH TIME WILL MY STUDENT SPEND BEING IN THIS STUDY?

The survey will take approximately 27 minutes to complete and will be administered during a single class period. Keep in mind, some students are able to finish more quickly while others may need additional time.

Most students will be with their teachers when taking the survey. Some students may take the survey remotely. In the context of remote survey administration, we advise survey coordinators to supervise the survey virtually over their district provided live video/audio platform. However, in few cases where this is not an accessible option, students are provided the survey as an assignment where they complete the survey on their own.

WILL MY STUDENT BE PAID FOR BEING IN THIS STUDY?

This survey is funded through KDADS and is available at no cost to all districts.

WILL BEING IN THIS STUDY COST ME OR MY STUDENT ANYTHING?

There is no monetary cost to you or your child for completing the survey.

WHAT ARE THE BENEFITS OF MY STUDENT BEING IN THIS STUDY?

Annual participation is important. Even if your child has participated in previous surveys, annual data is extremely helpful in determining the effectiveness of previous efforts and changes in program areas.

WHAT ARE THE RISKS TO MY STUDENT IF HE/SHE/THEY ARE IN THIS STUDY?

No risks, danger, or harm exists for participating in this study. Your student may choose to leave the study at any time. No personally identifying information will be collected about your student.

It is possible, however, with Internet communications, that through intent or accident someone other than the intended recipient may see your student's responses.

HOW WILL MY STUDENT'S CONFIDENTIALITY BE PROTECTED? WHAT WILL HAPPEN TO THE INFORMATION THE STUDY KEEPS?

This survey is completely anonymous. Students will not be asked for their names on the questionnaire/survey, nor will anyone be able to connect any individual student with his/her/they responses. School staff will not see any one student's responses, but only summaries of results.

Data security is ensured through a combination of sound technology infrastructure, clear protocols and practices for key personnel involved in data collection, storage, transit, and access. All data is stored, encrypted, and secured with offsite backups. The data can be accessed only by managed authenticated users with least privileged access. Data is stored onsite and offsite using redundant servers protected by managed firewalls. Access to server(s) is restricted to authorized users and accessed by encrypted connection only.

WHAT ARE THE ALTERNATIVES TO BEING IN THIS STUDY? DOES MY STUDENT HAVE OTHER CHOICES?

The alternative/other choice is not to participate in this study.

Participation is entirely voluntary. Your child may decline to participate in the survey or may simply skip any particular question they do not wish to answer.

WHAT ARE MY STUDENT'S RIGHTS AS A PARTICIPANT?

Taking part in the study is completely voluntary. Your student may choose not to take part. If your student starts the study, he/she/they can stop at any time. Partial responses will be recorded.

Southeast Kansas Education Service Center's Institutional Review Board (IRB) is the committee that protects the rights of people in research studies.

WHO DO I CALL IF I HAVE QUESTIONS OR PROBLEMS?

If you have any questions or concerns about this study, please contact the Project Manager via email at kctc@greenbush.org or via phone at 620-724-6281 extension 366. The Institutional Review Board (IRB) at Southeast Kansas Education Service Center has approved this study. If you have any concerns as to your rights, the rights of your school district, or the rights of the students, you may contact The Research Compliance Officer of SEKESC, Bonnie Houk, at bonnie.houk@greenbush.org or at 620-724-6281 extension 343.

WHAT DOES MY STUDENT DO NEXT?

If you choose for your student to participate in the KCTC Student Survey and your student also chooses to participate in the KCTC Student Survey, the following will occur:

- Your student will be provided with a link to a webpage guiding them through an audio/visual highlight of the Student Informed Consent.
- On this webpage, your student will also have access to a written copy of the Student Consent.
- Upon viewing the Student Consent, your student will be prompted to click "next" indicating their acceptance of the Student Consent which will direct them into the survey instrument.
- Your student will follow the on-screen instructions to complete the survey.

At no time will your student be asked to provide a name or any other personal identifiable information.

Please contact Rachel Phillips, Project Manager of the KCTC at Learning Tree Institute, at 620-724-6281 extension 366 or at kctc@greenbush.org if you have additional questions.

SEKESC IRB STUDY#2022-01

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