



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

P.O. BOX 2120

RICHMOND 23218-2120

December 18, 2023

The Honorable Glenn Youngkin  
Governor of Virginia  
P.O. Box 1475  
Richmond, Virginia 23218

Members of the General Assembly of Virginia  
General Assembly Building  
P.O. Box 396  
Richmond, VA 23218

Dear Sirs and Madams:

I am pleased to submit this report pursuant § 22.1-16.1 of the *Code of Virginia* that requires the Virginia Department of Education (VDOE) to report annually on any research projects conducted or authorized by the agency that meet the definition of human subject research and require review. The report contains a list of research studies initiated in calendar year 2023 that meet this reporting requirement.

If you have questions or require additional information, please contact Dr. Dave Myers, Deputy Superintendent and Chief Information Officer, at 804-923-0954 or [dave.myers@doe.virginia.gov](mailto:dave.myers@doe.virginia.gov).

Sincerely,

Lisa Coons, Ed.D



VIRGINIA DEPARTMENT OF EDUCATION

**Report**

# **Human Subjects Research Report**

**Presented to:**

**Governor of Virginia**

**General Assembly of Virginia**

**December 18, 2023**

*Virginia Department of Education*

*P. O. Box 2120*

*Richmond, Virginia 23218-2120*

## AUTHORITY FOR THE REPORT

Section 22.1-16.1 of the *Code of Virginia* requires the Virginia Department of Education (VDOE) to report annually on any research projects conducted or authorized by the agency that meet the definition of human subjects research. See Appendix A for statute language from the *Code of Virginia*.

## OVERVIEW

VDOE follows a prescribed process, outlined in the agency’s administrative manual, for the approval of research involving human subjects. In brief, researchers are required to submit their research proposals for review by an Institutional Review Board (IRB) and provide documentation of the completed review and the IRB determination to agency staff before sensitive data are released or research subjects are contacted.

The majority of research studies authorized by the VDOE rely on administrative data from the Virginia Longitudinal Data System (VLDS). In addition to an IRB review, research projects using VLDS require additional review by VDOE’s Data Governance Committee. This committee is responsible for making sure the requested student-level data are used, transferred, and secured appropriately and consistent with state and federal data privacy and protection laws. Similarly, the non-VLDS data requests from researchers, i.e., requests for data from VDOE directly, also need to go through a rigorous reviewing process. The research purpose, researchers’ credentials, specific data elements requested, data security plan, and the research project’s IRB status must be reviewed and approved collectively by a sponsoring VDOE office or the Office of Strategic Analysis and Research, Director of Data Standards and Governance, Director of Cybersecurity and Risk Management, data owner, and Deputy Superintendent/Chief Information Officer.

## APPROVED RESEARCH PROJECTS

Table 1 provides the project title, lead researcher, affiliated organization, and IRB review status for all research projects that were initiated in calendar year 2023 under VDOE’s authorization.

*Table 1. Research Projects Initiated in Calendar Year 2023*

<b>VDOE Contract Number/ Project Title</b>	<b>Lead Researcher</b>	<b>University/Organization</b>	<b>Institutional Review Board Determination</b>
7.10-ZOB092023 / VDOE 21st CCLC 2023-2024 Evaluation	Todd Zoblotsky	University of Memphis	Exempt
REQ966478/ Annual December 1 Special Education Child Count Data	Emily Hall	University of Massachusetts Chan Medical School	Exempt

9.4-REQ728620-2023 / English Learners Entrance & Exit Policies	Michael Steketee	Westat	Approved
7.4-REQ691638-2023 / Participation in Engineering (Gatekeeper)	David Knight	Virginia Tech	Approved
7.10-REQ691687-2023 / Household Internet Connectivity	Chandler Vaughn	Virginia Department of Housing and Community Development	Exempt
7.5-JLA042023 / K-12 Teacher Pipeline	Lauren Axselle	JLARC	Exempt
7.5-SCH042023 / Gear Up	Anne Lowe	SCHEV	Exempt

## **APPENDIX A**

§22.1-16.1 of the *Code of Virginia*

The Board shall promulgate regulations pursuant to the Administrative Process Act (§ 2.2-4000 et seq.) to effectuate the provisions of Chapter 5.1 (§ 32.1-162.16 et seq.) of Title 32.1 for human research, as defined in § 32.1-162.16, to be conducted or authorized by the Department of Education or any public schools including the Virginia Schools for the Deaf and the Blind or any proprietary schools certified by the Board. The regulations shall require the human research committee to submit to the Governor, the General Assembly, and the Superintendent of Public Instruction or his designee at least annually a report on the human research projects reviewed and approved by the committee and shall require the committee to report any significant deviations from the proposals as approved.