

SciMath<sup>MN</sup>  
Teacher Research Network  
New Teacher Study Protocol  
Fall 2002

To participate in our multi-campus research study of new science and/or math teachers, it is necessary that we follow a common protocol.

1. Begun the process of completing a Human Research Approval Form for your campus Institutional Review Board for your study.
2. Recruit and enroll participating teachers: For the purpose of this study we are defining new teachers to include elementary and secondary student teachers and in-service teachers in their first three years of teaching. Elementary teachers must teach 3<sup>rd</sup> grade or above so that students can be surveyed. We are interested in recruiting first-time participating teachers who are in their first year of teaching. Avoid using second and third year teachers as first-time participants. For this study you need a specific class of students that the participating teacher has already taught for a semester.
3. Get permission from the participating teachers' districts to do the study with their teacher(s) and students. The permission process from the superintendent's office can vary in formality among districts.
4. Once you have the district's permission notify in writing the building principals of your participating teachers.
5. Distribute to each participating teachers the consent forms for students and teachers.
  - Teacher Consent form
  - Parent Consent Form
6. Make arrangements for administration of CLES2(20) or MLES and STEBI or MTEBI. Obtain individuals forms, prepare scantron sheets with coding per instructions. Make arrangements for administration by scheduling dates and times each instrument will be administered.
  - STEBI (M or B) and answer sheet for teacher
  - CLES (MN modification) for teacher and answer sheet
  - CLES (MN modification) for teacher's students and answer sheets
7. Administer the CLES2(20) or MLES surveys to the teacher and their students. Have the teacher complete the STEBI (B or M) at this time. Follow the directions for administration included with each instrument.
8. Refer to MnSTOI or MnMTOI process forms for directions regarding administration of these instruments.

9. Schedule with each participating teacher to hold the interview using the MnSTII or MnMTII. Follow appropriate directions with each instrument.
10. Prepare profiles for each participating teacher following the Teacher Profile Template. Submit each profile as directed for analysis.