



## Chicago Public School **Student Science Fair, Inc.**

September 18, 2015

Dear Science Department Chairperson/Science Lead Teacher,

CPS Student Science Fair, Inc. welcomes all of you back to the 2015-16 school year. We look forward to assist you in any way possible to ensure that you have a successful school year in preparing your students for science fair. In this mailing you are receiving items that will help you prepare for the science fair. Items enclosed and other information can also be found on our website ([cssf.org](http://cssf.org) or [www.cpsscifair.org](http://www.cpsscifair.org)). Please check our website periodically for updates.

Our theme this year is **Uniting Science, Technology, Engineering and Mathematics: Through Education and Innovation**. This theme was submitted by the Lane Tech ComEd After-school Science Club. The 2016 Student Science Fair Chairperson is Glennie King. She can be contacted at [gjking@cps.edu](mailto:gjking@cps.edu).

**Handbooks & Posters** – Enclosed are four (4) copies of the 2016 Student Science Fair Handbook. Please distribute these to teachers who will use them with their students. The CPS Student Science Fair website [www.cpsscifair.org](http://www.cpsscifair.org) features an on-line version of this handbook and fill-able forms that can be printed out. Please also expect to find two Science Fair posters in the GSR to announce details about your school's science fair.

**Regional Network Science Fairs** - The Office of College and Career Success is in the process of finalizing plans for the Regional Network Science Fairs. Information will be forwarded to you as soon as all dates and sites are confirmed. Sylvia Nelson Jordan, Manager, Academic Competitions is the contact person for information regarding regional science fair logistics. She can be reached at [snelson@cps.edu](mailto:snelson@cps.edu) and/or 773-553-3593. Paschel Bennett, Coordinator can be reached at [pbennett@cps.edu](mailto:pbennett@cps.edu); and Luba Johnson, Regional Science Fair Coordinator can be reached at [ljohnson131@cps.edu](mailto:ljohnson131@cps.edu) and/or 773-209-2204. Details about participating in the Regional Network Fairs will be forthcoming. Please make every effort to have school fairs completed before December 11, 2016. Regional Network Fairs will take place January 7<sup>th</sup> – January 29, 2016.





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**Endorsements:** All endorsements must be typed. All endorsements must be received by the due dates indicated in the 2016 Handbook. No endorsements will be accepted for review after due dates. 2016 Endorsement Forms are on our website and are fill-able. They can also be saved, printed; hand signed then scanned and sent via email to the Scientific Review member for approval, or can be mailed via the CPS GSR to the appropriate Scientific Review Member.

Signed and stamped endorsements must be displayed on the front of the display board.

Endorsements can be reduced to a half page (print at 65% reduction).

Due Dates for Endorsements: **October 16th** for projects conducted under the supervision of a professor or scientist at a university, hospital or research facility. (If extension is required, contact appropriate Scientific Review member) Please submit Endorsement Form and the signed letter from your professor or scientist at the same time. Our new Use of Firearms Endorsement and all documentation can only be mailed in and is due by **October 30, 2015**. **November 13, 2015** is the due date for all other endorsements that do not fit in the exceptions above.

Enclosed is an additional informational sheet on Endorsements.

**New Safety Sheet:** The Illinois Junior Academy of Science (IJAS- State Fair) has created a new Safety Sheet which must be completed and included in your Research Paper and must be displayed on the front of the display board. Please see 2016 Handbook, p. 61. (Enclosed)

**Research Grant Programs** – Students may apply for funds to reimburse expenses for supplies and equipment not normally available at the local school. See 2016 Handbook page 51; pages 79-80 for Mini Research Grant (Grades 7-12); and pages 81-82 for Maxi Research Grant (Grades 9-12).

**Advise - a- Student Program** - Please inform your students that they can receive assistance on their science fair projects from an Advisor in any of the categories listed in the handbook. The application can be found on our website and on page 83 of the 2016 Handbook. (Application Enclosed)

**Media Consent Form and Release (8/5/13)** - Please make sure that the 8/5/13 Media Consent Form is used and submitted for all Science Fair events. (Enclosed English and Spanish)

**2015-2016 Letter of Intent** - The letter of intent to participate must be sent to The Office of College and Career Success. If you have not submitted this form, please do so as soon as possible. (Enclosed)





**Information and/or additions you need to know.**

- All documents in regards to Regional, City, State and International Science Fair must be typed. All documents are available on our website and are fill-able. You can also save and print the documents. Research Paper must be typed, see 2016 Handbook, page 29 – Paper Layout. **No handwritten documents or research papers will be accepted.**
- All due dates for endorsements and document submission must be adhered to. NO endorsements forms will be accepted for review after the due dates.
- Abstract, Safety Sheet and Endorsements must be displayed on the front of the display board. It must be part of the display board cannot be clipped on, and cannot be overhanging on the sides of the display board. Documents may be reduced to a half sheet of paper if necessary (print at 65% reduction).
- 2016 Handbook, Page 17 - Under Safety of Student Researcher-Use of Hazardous Equipment - see addition of Drone Hazards.
- 2016 Handbook, Page 19 – Laser Hazards has been revised.
- 2016 Handbook, Page 35 - Hazardous Materials – information on firearms and drones has been added. Laser Hazards – information has been revised.
- 2016 Handbook - State Essay Theme is **“The Perfect Swarm”**
- 2016 Handbook, Page 77 – Microorganism Endorsement is needed for all organisms used even those listed on p. 77.
- 2016 Handbook, Page 80 and 82 – New address and GSR# for Barbara Dubielak-Wood, Chairperson for Research Grants
- 2016 Handbook, Pages 85-87 – Changes have been made throughout the Scholarship Application Form for 2016 CPS High School seniors. Applications must be received by, Jenny Sarna, Scholarship Chairperson, by March 23, 2016.





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- 2016 Handbook, Page 93- Official Entry Form for Regional and City Science Fairs and Page 95- Official Entry Form for Symposium and Essay Competition – both of these forms **must be typed**. These forms are available at our website and are fill-able. Please make sure that all required information is correct and filled in.
- **Science Fair Central** – Science fair workshops will be hosted at Northeastern Illinois University (NEIU), Illinois Institute of Technology (IIT), Chicago State University (CSU) and Albany Branch Library. See enclosed flier for dates and details.

Working together can only lead to successful science fairs. If you have any questions regarding science fair, please do not hesitate to contact me.

Wishing all of you a successful science fair!

***Luba Johnson***

Luba Johnson  
2015 Regional Science Fair Coordinator  
CPS-SSF Science Fair Liaison  
C-773-209-2204 F-773-925-1136  
ljohnson131@cps.edu

