



## **APPLICATIONS CLOSED**

### **Peoples Gas Middle School Science Club Guidelines for 2016 - 2017**

#### **Objectives for all Science Clubs:**

- Assist students (grades 6-8) in selecting and developing their ideas for science fair research projects.
- Participate in Regional Network Science Fair (2016-17 Letter of Intent must be on file)
- Each club member produces a science research project and presents it in the school science fair.
- Foster students' interest in research and exhibiting their work.
- Develop data collecting skills through the use of LabQuest
- Access the professional advice and feedback of Peoples Gas engineers and scientists to help students develop their projects.
- Help students obtain and share equipment and supplies while determining that each project meets the safety requirements as outlined in the current *Science Fair Handbook*.

#### **Schedule of Club Meetings:**

It is recommended that the club have one or two meeting sessions per week for 1 - 1.5 hours. Holding two meetings per week on different days beginning no later than October 17, 2016 and ending by May 19, 2017 should result in a minimum of 26 student contact hours, plus 5 hours for prep time and 4 hours for professional development - total of 35 hours. The days can be consecutive, i.e. Monday and Tuesday; or alternate ex. Monday – Wednesday or Tuesday – Thursday. Club hours must be held after school hours are completed.

**Student Club Members:** A notice should be posted school-wide to announce the date, time, and location of meetings, should encourage new membership and be open to any 6<sup>th</sup> - 8<sup>th</sup> grade student. Each club should include and maintain approximately 10 members. All club members must complete a science project, exhibit it in the school's science fair and complete a survey/evaluation at a mid point and end of the semester.

**Resource Materials:** Resource materials to assist teachers to engage students in experimentation will be given to each science club. This year's emphasis will be placed on using technology for data collection and graphing. Equipment and software will be available for loan from Student Science Fair, Inc. Materials and professional development will be given at Orientation Meeting.

**Peoples Gas Club Advisor:** Volunteer engineers and scientists from Peoples Gas will again be available to advise and give feedback about club members' projects. Club leaders are expected to contact their designated Peoples Gas Club Advisor to arrange how he/she will participate; from email correspondence to regularly attending club, the arrangement should be suitable for all parties and to the benefit of the student club members. Each club is mandated to have a minimum of eight (8) hours/5 meeting sessions of in school engagement with Peoples Gas Club Advisor.

**Science Club Leader:** The Peoples Gas Science Club Leader must be a member of the school's faculty. A time sheet must be maintained, signed by the principal and submitted as requested for payment purposes. The faculty sponsor must maintain an attendance sign-in sheet of students at meetings or work sessions and complete a final survey/evaluation – which includes a report of all club activities and indicates the number of students who participated in the school, area, city, or state science fairs.

**Stipend:** Club leaders may earn a stipend up to \$1000. To earn this maximum stipend, **26 hours** must be student contact hours when the club meets. **Five hours** for preparing for club meetings and the school science fair. The remaining **four (4) hours** are spent attending and completing workshops, reports and evaluations. If less than 35 hours are completed, a \$20/hr. stipend will be paid. Instructions on how to account for these hours on timesheets will be given at the Orientation Meeting. Original timesheets (signed by the principal) and student attendance sign-in sheets for each club meeting are to be submitted. They may be sent via mail, mail run or in person. *Faxed and emailed copies will not be accepted.* Stipends will be paid upon completion of the program. More detailed information on submitting documents will be given to you at the appropriate time.

**Approval Process & Required Orientation Meeting:** Complete the *Peoples Gas Science Club Application*, have your principal sign, and return the application as soon as possible. Upon approval, you will receive a notice about the **Orientation Meeting**. **The science club leader must attend the Orientation Meeting**. Orientation date will be on September 29, 2016. Save this date should your application be accepted. This meeting counts as workshop time on your time sheets.

**Program Evaluation:** Site visits and semester evaluations will reflect the success of the program. At our orientation meeting we will define as a group a standard of adequate mid-point progress to which all clubs will be held. Clubs not progressing at the midterm evaluation will be given special assistance. If subsequent progress is not made, the club may be disbanded. Clubs not meeting objectives by the end of the semester will not be invited to apply the following year.



**APPLICATIONS CLOSED**

**Peoples Gas Middle School Science Club Application for 2016-2017**

PLEASE PRINT OR TYPE ALL INFORMATION

**Due September 20, 2016**

School: \_\_\_\_\_ Phone: \_\_\_\_\_

Network: \_\_\_\_\_ School ID #(6-digit) \_\_\_\_\_ GSR # (Mail Run): \_\_\_\_\_ Fax: \_\_\_\_\_

School Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Principal: \_\_\_\_\_ Circle one: (Dr. Mr. Ms. Mrs.) Email: \_\_\_\_\_  
Print full first and last name

Science Club Leader: \_\_\_\_\_  
Print full first and last name

Home Address: \_\_\_\_\_ City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**1) Club information** (*projected information; we understand that change may be possible*)

Day(s) science club meetings will be held: \_\_\_\_\_ Time (from-to): \_\_\_\_\_ Starting date: \_\_\_\_\_

How will you solicit student participation? \_\_\_\_\_

**2) Currently teaching:** \_\_\_\_\_  
Grade(s) \_\_\_\_\_ Subject(s) \_\_\_\_\_

**3) Endorsements (circle all that apply):** Science Math Language Arts Special Ed.

**4) Club Sponsorship (Please check one)**

- \_\_\_\_\_ This would be the first after-school club I've ever sponsored.
- \_\_\_\_\_ I've sponsored an after-school club but it was not science-related for \_\_\_\_\_ years.
- \_\_\_\_\_ I've sponsored a science-related after-school club in the past for \_\_\_\_\_ years.

**5) School Science Fair (Choose one that best fits the description of how students are selected to go to the Area Science Fair)**

- \_\_\_\_\_ We have no classroom or school fair; teachers choose the school's best projects to go to the Regional Network science fair.
- \_\_\_\_\_ We only have classroom fairs, the best projects from these go to the Regional Network science fair.
- \_\_\_\_\_ We have a school fair with (circle one) <10 10-20 20+ 6<sup>th</sup> – 8<sup>th</sup> grade projects; the best of these go on to the Regional science fair.

**6) Club Leader's School Science Fair involvement (Choose one which best describes your role in your school's science fair)**

- \_\_\_\_\_ I help students with their projects to participate in the school science fair.
- \_\_\_\_\_ I am on the science committee for our school science fair.
- \_\_\_\_\_ I work extensively on our school science fair. Explain \_\_\_\_\_
- \_\_\_\_\_ I am our school's science fair coordinator.

**7) Project sponsorship (tell us how many students' science fair projects you have sponsored and to which fairs they've gone)**

In the last 3 years I've sponsored \_\_\_\_\_ projects at our school science fair, \_\_\_\_\_ of which have gone on to the Regional science fair, \_\_\_\_\_ of which have gone on to the city fair and \_\_\_\_\_ of which have gone on to the state science fair.

**I have provided the information above truthfully to the best of my knowledge and understand that changes that occur must be reported immediately to club coordinator.**

Applicant's signature \_\_\_\_\_ Date: \_\_\_\_\_

Principal's signature \_\_\_\_\_ Date: \_\_\_\_\_