

**University of North Carolina at Chapel Hill  
Consent to Participate in a Research Study  
Adult Participants**

**Consent Form Version Date:** 07/14/16

**IRB Study #** 16-1974

**Title of Study:** Reimagining Equity and Access for Diverse Youth (Project Ready): Phase One

**Principal Investigator:** Sandra Hughes-Hassell

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**Funding Source and/or Sponsor:** Institute of Museum and Library Services

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**What are some general things you should know about research studies?**

You are being asked to take part in a research study. To join the study is voluntary.

You may refuse to join, or you may withdraw your consent to be in the study, for any reason, without penalty.

Research studies are designed to obtain new knowledge. This new information may help people in the future. You may not receive any direct benefit from being in the research study. There also may be risks to being in research studies.

Details about this study are discussed below. It is important that you understand this information so that you can make an informed choice about being in this research study.

You will be given a copy of this consent form. You should ask the researchers named above, or staff members who may assist them, any questions you have about this study at any time.

**What is the purpose of this study?**

The purpose of this research study is to analyze the design, implementation, and impact of the Project READY professional development curriculum. For the first time in American history, youth of color now make up the majority of students in U.S. public schools. Project READY was created to help school librarians, classroom teachers, and literacy coaches develop the skills they will need to effectively serve diverse youth.

**How many people will take part in this study?**

A total of approximately 90 people at 30 WCPSS schools will take part in this study, including approximately 30 school librarians, 30 classroom teachers, and 30 literacy coaches or other staff with expertise in reading and writing.

**How long will your part in this study last?**

Your participation in this study will begin with a five-day (40 hour) face-to-face professional development series in June, July, or August 2017. After completion of this training, you will be asked to

implement principles of culturally sustaining pedagogy (CSP) and equity in your classroom or library. This may take many forms and may occur at any time during the 2017-2018 school year, but should include teaching / co-teaching the unit plan you developed in the training sessions and revising at least two existing lessons or units with your team members to reflect principles of CSP and equity literacy. In addition, you will be asked to participate in three, one-hour webinars over the course of the 2017-2018 school year. Along with your team members, you will be asked to develop and implement at least one professional development session for colleagues in your building. Finally, you will be asked to participate in either an individual interview or a focus group interview at the end of the 2017-2018 school year. In total, you will have approximately 45 hours of contact time for this project, not including the time you spend working with your team members to implement CSP and equity literacy in your school.

### **What will happen if you take part in the study?**

Based on your preference of training dates and the desire for diversity of grade levels and student demographics in each of the three training cycles, you and the team members from your school will be assigned to either the June, July, or August cohort of Project READY participants. Each cohort will consist of 30 WCPSS educators.

If you participate in this study, you will be required to:

- attend and fully participate in five days of face-to-face professional development in June, July, or August 2017,
  - participation will include completing a pre- and post-training cultural competency survey
  - some segments of the training may be video- and/or audiorecorded
- work with team members to implement culturally relevant teaching and equity literacy practices in your school and share the lesson / unit plans and reflections developed as part of that implementation with the research team,
- participate in a series of three webinars over the course of the 2017-2018 school year,
  - webinar topics will be determined based on input from and needs of your cohort group
  - some segments of the webinars may be video- and/or audiorecorded
- provide one building-level training for colleagues in your school and share materials from that training with the research team, and
- participate in either an individual interview or focus group interview at the end of the 2017-2018 school year.
  - interviews and focus groups will be recorded
  - you may choose not to answer any interview or focus group question for any reason

### **What are the possible benefits from being in this study?**

Research is designed to benefit society by gaining new knowledge. The benefits to you from being in this study may include the opportunity to:

- develop the skills to help diverse students in your school achieve academic success
- identify and address needs that are specific to your diverse student population
- build relationships with colleagues in your school and across the district who share a commitment to equity
- receive ongoing support from project staff and cohort members

- advance your professional learning in alignment with the WCPSS Strategic Plan (Vision 2020)

**What are the possible risks or discomforts involved from being in this study?**

This project will involve discussion of topics some may consider to be sensitive, including race, privilege, and educational inequity. You may experience feelings of guilt, anger, embarrassment, or defensiveness during such conversations.

To minimize these feelings, we will remind participants that such feelings are a normal and in some cases necessary stage of development for those involved in equity work. We will establish ground rules to create a safe space for honest conversation. Although some portions of the training sessions and webinars may be recorded, we will not record segments of the training where sensitive or personal information is likely to be disclosed. In any and all publications or conference presentations related to this study, you and your school will be identified by a pseudonym only, and care will be taken to remove or change any other potentially identifying information.

There may be uncommon or previously unknown risks. You should report any problems to the researcher.

**What if we learn about new findings or information during the study?**

You will be given any new information gained during the course of the study that might affect your willingness to continue your participation.

**How will information about you be protected?**

You and your school will be assigned a pseudonym that will be used in all records for this study. Only the research team will have access to individually identifiable data. Digital data from this study will be stored in a secure, password-protected folder accessible only to the research team.

Participants will not be identified in any report or publication about this study. Although every effort will be made to keep research records private, there may be times when federal or state law requires the disclosure of such records, including personal information. This is very unlikely, but if disclosure is ever required, UNC-Chapel Hill will take steps allowable by law to protect the privacy of personal information. In some cases, your information in this research study could be reviewed by representatives of the University, research sponsors, or government agencies (for example, the FDA) for purposes such as quality control or safety.

Some segments of the face-to-face training sessions and webinars, as well as the entirety of individual and focus group interviews, may be video- and/or audiorecorded. Digital files of these recordings will be stored in a secure, password-protected folder accessible only to the research team, along with any transcriptions of the recordings. These files will be kept for the duration of the project, until data analysis is completed in December 2018, and will then be deleted. At any point during the training, webinar, or interview/focus group, you may request that the recording be turned off.

Check the line that best matches your choice:

\_\_\_\_\_ OK to record me during the study

\_\_\_\_\_ Not OK to record me during the study

You do not need to reveal your name on any recordings made for this study.

**What if you want to stop before your part in the study is complete?**

You can withdraw from this study at any time for any reason. If you withdraw, you may choose whether researchers may still use any data already collected from you earlier in the study.

**Will you receive anything for being in this study?**

You will receive 3 Continuing Education Units (CEUs) for participating in the five-day face-to-face professional development series. Project READY will cover the cost of substitutes for year-round employees during the five-day training. Continental breakfast and lunch will be provided during each day of training. If you complete all other project components as described above over the course of the 2017-2018 school year, you will also receive a \$200 honorarium.

**Will it cost you anything to be in this study?**

The only anticipated cost of participation is mileage / gas to and from the training site.

**Who is sponsoring this study?**

This research is funded by the Institute of Museum and Library Services. This means that the research team is being paid by the sponsor for doing the study. The researchers do not, however, have a direct financial interest with the sponsor or in the final results of the study.

**What if you have questions about this study?**

You have the right to ask, and have answered, any questions you may have about this research. If you have questions about the study (including payments), complaints, concerns, or if a research-related injury occurs, you should contact the researchers listed on the first page of this form.

**What if you have questions about your rights as a research participant?**

All research on human volunteers is reviewed by a committee that works to protect your rights and welfare. If you have questions or concerns about your rights as a research subject, or if you would like to obtain information or offer input, you may contact the Institutional Review Board at 919-966-3113 or by email to [IRB\\_subjects@unc.edu](mailto:IRB_subjects@unc.edu).

**Participant's Agreement:**

I have read the information provided above. I have asked all the questions I have at this time. I voluntarily agree to participate in this research study.

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Signature of Research Participant

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Date

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Printed Name of Research Participant

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Signature of Research Team Member Obtaining Consent

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Date

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Printed Name of Research Team Member Obtaining Consent