

2019-20 Teacher Checklist for The School STEM Fair and Student Preparation

Please follow this checklist so student projects aren't disqualified at the district level.
(Contact Paul Nance for questions: 801-244-6479; paul.nance@jordandistrict.org)

- **Show the Scientific Discovery Process PowerPoint, Engineering Design, and/or Computer Design Power Point Presentations*** to your class so they know the procedures to follow found on line.
- **Send home the letter to parents from me (found on page 3) on how to download one of the Student STEM Fair Packets, the 2020 Central Utah Elementary STEM Fair Entry Form***, and other documents they may need for their projects*.
- **Make sure the students understand the three different STEM Fair project processes they can follow:** Scientific Discovery Process*, Engineering Design Process*, and Computer Design Process*, and that they can download them from the Elementary STEM Webpage.
- **All students need to fill out the 2020 Central Utah Elementary STEM Fair Entry Form** (found at the end of this packet) for your class/grade STEM fair so they know what the rules are so they aren't disqualified if sent on to the Jordan District STEM fair. **This form isn't just for the JSD Elementary STEM fair. It is for your class/grade STEM Fair too.**
- **Students hand in to you their 2020 Central Utah Elementary STEM Fair Entry Form for you to look over** before they begin their school STEM fair projects to make sure it will be a safe project.
 - **First Page:** Look to see if they have proper signatures at the bottom if needed.
 - **Second Page:** Look to see if they have filled out the Project Details and all signatures are there.
- **If they are doing a project involving the areas below, they need special signatures** on the first page of the 2020 Central Utah Elementary STEM Fair Entry Form.
 - **Humans**—students need signatures from you and the school psychologist. They also need signatures from those being tested, and if under 18 from their parents.
 - **Animals**—students need signatures from you and a veterinarian.
 - **Prescriptions or over the counter drugs**—students need signatures from you and a biomedical/biological scientist.
 - **Hazardous chemicals or devices**—students need signatures from you and the principal.
 - **Growing pathogens**—students need signatures from you and a biomedical/biological scientist; **They need to be cultured in a lab and not at home otherwise it will be disqualified.**
- **Choose two, three, or four projects** (rules of how many each teacher can send is on page 1) **from your class STEM Fair** by Friday, February 14 to go onto the JSD Elementary STEM fair. Give back their 2020 Central Utah Elementary STEM Fair Entry Form if they won. They will need to give it to us when they register in person on Wednesday, February 19.
- **When you have chosen your winners, give them the letter from me** (found on page 4) which is an explanation paper about the JSD Elementary STEM Fair so they know that they, themselves, are to pre-register online for the JSD Elementary STEM Fair. **Teachers are not to do this.** (See page 1 as to why.)
- **Once you send home the letter from me about the JSD Elementary STEM Fair, I will take over** from there. I will begin my communication with them about the JSD Elementary STEM Fair.

* <http://elemscience.jordandistrict.org/stem/elementary-school-stem-fair-information/>