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**CONSENT TO PARTICIPATE IN A RESEARCH STUDY**

**TITLE:** A Phenomenological Study of the Benefits and Challenges

of Incorporating Teaching Administrators in Secondary Public Schools in Pennsylvania

**INVESTIGATOR:** Dan Zelenski

Candidate, Leadership and Administration Ed.D. Program

Point Park University

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724.344.7167

**ADVISOR:**  Tara Abbott, Ph.D.

Education Department

Point Park University

[tabbott@pointpark.edu](mailto:tabbott@pointpark.edu)

814.404.2638

**SOURCE OF SUPPORT:** This study is being performed as partial fulfillment of the requirements for the doctoral degree in Education (Ed.D.)

at Point Park University.

**PURPOSE:** You are being asked to participate in a research project that seeks to explore the lived experiences of teaching administrators in secondary public schools in Pennsylvania.

In order to qualify for participation, you must be currently serving as a teaching administrator in a secondary public- school in Pennsylvania. More specifically, you must have administrative duties while also being responsible for teaching at least one course during the school year.

**PARTICIPANT**

**PROCEDURES:** To participate in this study, you will be asked to allow me to interview you. Due to the COVID-19 pandemic, the interview will take place remotely. The interview will be audio recorded and transcribed. The interview will take approximately 30-60 minutes. Also, you may optionally provide me with any relevant documents related to your position (e.g., position description, meeting agendas, daily schedules). You will not be required to produce these materials to participate in the study.

These are the only requests that will be made of you.

**RISKS AND BENEFITS:** There are no risks associated with participation. The benefits to participating will be your contribution to a needed body of knowledge surrounding the lived experiences of teaching administrators in secondary public schools.

**COMPENSATION:** There will be no compensation for participation in this study.

Participation in the project will require no monetary cost to you.

**CONFIDENTIALITY:** Your participation in this study and any personal information that you provide will be kept confidential at all times and to every extent possible. Your name will never appear on any written products. In fact, a numbering system will be utilized, and all gender-specific pronouns will be removed from all write-ups and quotations.

Also, all written and electronic forms and study materials will be kept secure. Your response(s) will only appear in statistical data summaries. Any study materials with personal identifying information will be maintained for three years after the completion of the research and then destroyed.

The audio recording of the interview will be deleted after completion of this research project.

**RIGHT TO WITHDRAW:** You are under no obligation to participate in this study. You are free to withdraw your consent to participate at any time by contacting Dan Zelenski at [dazelen@pointpark.edu](http://dazelen@pointpark.edu)

All data collected will be destroyed.

**SUMMARY OF RESULTS:** A summary of the results of this research will be supplied to you, at no cost, upon request.

**VOLUNTARY CONSENT:** I have read the above statements and understand what is being requested of me. I also understand that my participation is voluntary and that I am free to withdraw my consent at any time, for any reason. On these terms, I certify that I am willing to participate in this research project.

I understand that should I have any further questions about my participation in this study, I may call Dan Zelenski at 724.344.7167 and/or Dr. Tara Abbott at 814.404.2638. Should I have questions regarding protection of human subject issues, I may call Dr. Sarah Schulz, Chair of Point Park University’s IRB, at 412.392.8160.

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Participant's Signature Date

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Researcher's Signature Date