**2016 DEKALB EASTERN SCIENCE & ENGINEERING FAIR**

***To: Science Fair Judges and Volunteer Helpers***

**Participating Schools:** Riverdale Elementary (6th Grade), Butler Elementary (6th grade), & Eastside Jr. High (7th & 8th grade)

Welcome to our 4th Annual DeKalb Eastern C.S.D Junior-Senior Division Science Fair! I would personally like to thank you for volunteering your valuable time on Tuesday, February 16, 2016 &/or Wednesday, February 17, 2016. The following information should help you in preparing for the day:

* itinerary, sample judging score sheet, and judging tips. The schedule of groups being judged might change but the times for AM and PM judging will not unless we delay for weather.

**ARRIVAL:** Please park in the front of the school, enter door #1 (office), check-in at desk for ID badge (please bring drivers license for ID), and proceed to the library (across from office).

**ITINERARY**

**MONDAY – FEBRUARY 15, 2016**

Set-Up: Butler Elementary students during the school day

OPTIONAL - Open Set-Up- 2:30 to 5 pm

**TUESDAY -- FEBRUARY 17, 2015**

*(In the case of a delay, we will start 2 hours later; a cancellation, judging will occur the next day. Please call ASAP if you will be unable to attend – Bobbie @ 260-479-0104)*

**8:00-8:15** Judges Arrive – Donuts, Coffee, & Juice

*(library – across from the office at the entrance of the school)*

**8:15-8:30** Judges Meeting – Butler Elementary Media Center (library)

**8:30-8:45** Judges familiarize judging area/browse projects.

**8:30- 8:45** EHS student arrival/Set-Up

**8:45 – 11:55** - 7/8th Grade Judging

**9:30 – 11:40** - Butler 6th Grade Judging

**11:45 - 12:45** – LUNCH (provided by DKE schools)

**12:45 - 2:30** - Finish Butler 6th Grade Judging

**2:15-3:00** - Browse projects & Inform Bobbie Thompson about “top” projects

**WEDNESDAY – FEBRUARY 18, 2015**

*(In the case of a delay, we will start 2 hours later; a cancellation, judging will occur the next day. Please call ASAP if you will be unable to attend – Bobbie @ 260-479-0104)*

**8:15-8:30** Judges arrive, check-in at front office (door #1) & Donuts, Coffee, & Juice in library

**8:30-8:45** Judges Meeting - library

*(Judges familiarize judging area/top project locations & browse projects)*

**8:45 – 10:00** Review/Round #2 of top 7th/8th grade projects

**9:30 – 11:00** Judging of 6th grade projects

*(Riverdale students will arrive and set-up around 9 am)*

**11:00 – 12:00** Regional Qualifier Evaluations

**12:00 – 1:00** LUNCH (provided by DKE schools)

**1:00 – 2:30** Open to the public/classes for viewing.

**THURSDAY - FEBRUARY 19, 2015**

*(Re-schedule day: in case of cancellation on any day)*