

Subject: Invitation to Participate in Doctoral Research on High School Career Technical Education Teachers' Experiences Implementing a Standards-Based Grading Method

Dear Potential Participants,

My name is Casey Riggs, and I am a Ph.D. doctoral candidate at Capella University in the School of Education. This study is part of my doctoral education program, and I am excited to share an opportunity to participate in Career Technical Education research. I am currently conducting research for my dissertation, which focuses on exploring teachers' experiences implementing a standards-based grading practice in high school Career Technical Education courses and the connection between grading practices and student skill development.

I am reaching out to invite you to participate in this important study. Your contribution would be incredibly valuable and would help further our understanding of standards-based grading in the field of Career Technical Education.

Participation Details:

- Study Format: Virtual Interview via Zoom
- Estimated Time Commitment: Approximately 45-60 minutes
- Eligibility Requirements:
 - Must be over the age of 18 years old
 - Currently possess a Designated Subjects Teaching Credential that authorizes instruction in grades twelve and below and in adult Career Technical Education.
 - Possess a minimum of five years of teaching experience in high school Career Technical Education.
 - Current use or have used standards-based grading for a minimum of two years in Career Technical Education course(s).
- Exclusion Criteria:
 - Currently or have previously been employed at North Orange County Regional Occupational Program.
 - Currently or have in the past had a professional relationship with the researcher.
 - Teacher's aids, support staff, principals, assistant principals, and other educational positions who do not directly deliver instruction and assess student learning in high school Career Technical Education courses.
- Incentives: Participation in this study is voluntary and there is no compensation for this study

Ethical Considerations:

- Your participation in this study is completely voluntary, and you can withdraw at any time without any consequences.

- All information collected will be kept confidential and will only be used for academic purposes.

Next Steps:

If you are interested in participating or have any questions about the study, please contact me at criggs4@capellauniversity.edu. I am happy to provide more detailed information about the study and discuss any concerns you might have. Those who express interest will be scheduled for a screening meeting where we will review qualifications and next steps in the research process.

Thank you for considering this opportunity. I look forward to potentially working with you and appreciate your time and consideration.

Warm regards,

Casey Riggs

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